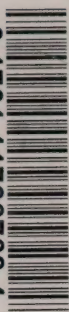


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# OCCUPATIONS IN MAJOR GROUPS

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25 religion

27 teaching

31 medicine and health

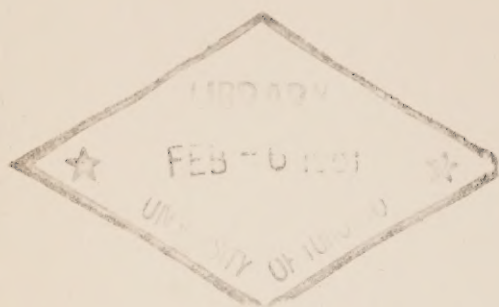
Canadian  
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17

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## IMPORTANT NOTICE

It is essential that this book always be used in conjunction with the CCDO GUIDE.\* Only in the GUIDE will the key to the entire CCDO System be found. The GUIDE explains in detail all characteristics pertinent to the classification structure, and the treatment of special groups, titles and definitions. Worker traits such as aptitudes, interests and temperaments are explained, as is a worker's relationship to Data, People and Things functions. Work characteristics such as General Educational Development (GED), Specific Vocational Preparation (SVP), Physical Activities (PA) and Environmental Conditions (EC) are also described. An extensive alphabetical index of both job and occupational titles is included as well as an index of industry designations and their definitions.

\*CCDO GUIDE. Published annually and available from the Canadian Government Publishing Centre, Supply and Services Canada, Hull, Quebec, K1A 0S9, or their agents across Canada.



## INTRODUCTION

The Canadian Classification and Dictionary of Occupations (CCDO) was initially published in 1971 by the Department of Manpower and Immigration in consultation with Statistics Canada. The CCDO is a taxonomic structure which classifies and defines occupational activity in the Canadian world of work.

The world of work, however, is not a static force, and the degree of change since the first publication of CCDO has resulted in the commencement of a program for its progressive revision. Related groups of occupations are now being published in separate book form, rather than forming a part of a single, large volume. This present book, which classifies and defines occupations in Social Sciences, Religion, Teaching, and Medicine and Health, is the fourth in a series of about 10 such books. The change in format reflects a certain degree of economy and convenience, and further revisions have been made to ensure the continuing useability of the CCDO. In addition to the above books, the CCDO GUIDE, which

includes a comprehensive Introduction to the CCDO and a complete alphabetical index of both CCDO and job titles, will be published annually to keep users up-to-date.

Studies have been carried out across Canada to identify and define occupations which have emerged since the CCDO was first published. Existing occupational definitions have been revised and updated, and some occupations have been deleted because they no longer exist. CCDO titles previously considered to be sex-discriminatory have been deleted or amended to remove any possible bias. While these titles have been included in the Index to assist users in matching old titles with amended titles, their inclusion does not infer their official recognition by CCDO. The concept of expressing the requirements of an occupation in terms of aptitudes, interests and temperaments has been borrowed from the 1971 edition of CCDO Volume 2. These factors form part of a complete Qualifications Profile, and their inclusion with the occupational descriptions greatly extends the usefulness of each book of occupations.

### SPECIAL NOTICE

In determining the data for inclusion in this publication, many jobs were examined and analyzed to determine their contents. No facts were collected, however, on such matters as hours of labour, wages or salaries, or other related employment practices.

As the content of specific jobs varies with each individual establishment, most of the occupational definitions are described in broad terms. For these reasons, the data in this publication cannot be considered as standards for setting working conditions, pay scales or related employment conditions, and the Canada Employment and Immigration Commission accepts no responsibility for the setting of these or other jurisdictional matters.

It is to be noted that the presence or absence of Physical Activities (PA) factors in a CCDO occupational definition is not to be misconstrued as indicating that the physically handicapped can or cannot perform the duties of that occupation.

### NEW FEATURE

New occupational descriptions are identified in this publication by a solid line drawn down the left side of the description.





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- 3159 Other Occupations in Medicine and Health, n.e.c.





# MASTER TITLES AND DEFINITIONS

(Refer to TYPES OF OCCUPATIONAL TITLES in Introduction to the CCDO GUIDE for explanation of master titles and definitions and their applications)

## **01-060 DESIGN ENGINEER** (prof. & tech., n.e.c.)

Applies established engineering principles to the design and development of equipment, structures, processes and systems, by performing any combination of the following duties:

Analyzes proposal, product or equipment specifications, and process requirements to conceive a practical design. Determines feasibility from the standpoint of costs, space, time limitations, company plans, availability of standard equipment and other technical and economic factors. Consults with research engineers and scientists, or customer representatives to resolve design problems related to product styling and production planning. Provides technical information concerning construction and manufacturing techniques, material properties, and advantages and limitations affecting plant, product and long-range planning. Compiles and analyzes operational data, and directs complex tests to establish standards for new designs or modifications to existing equipment, products or processes. Prepares related installation, operation and maintenance specifications and instructions. Supervises and co-ordinates the work of technologists and technicians who act in direct support of research activities.

## **01-070 ENGINEERING TECHNICIAN** (prof. & tech., n.e.c.)

Carries out a limited number of technical functions in an engineering specialization, such as chemical, civil, electrical, industrial, mechanical, metallurgical, mining, petroleum, aeronautical or nuclear engineering, primarily in relation to installation, operation and maintenance, quality control and production planning activities, using a basic knowledge of specific engineering, scientific, mathematical and drafting design principles and techniques, by performing any combination of the following duties:

Interprets work assignment instructions, selects and adapts standard procedures, techniques and equipment and establishes work sequence. Prepares, marks, measures or weighs test materials or samples. Estimates time, quantities of material, and labour required for such activities as testing, installation, maintenance, manufacture or construction. Incorporates design details into drawings following specifications for machinery, tools, or processes. Constructs, installs, maintains, repairs, calibrates and modifies standard equipment or systems according to standards, tests or instructions. Adapts and constructs auxiliary devices for tests, and operates standard equipment to test materials, samples and products. Makes calculations and prepares charts, graphs and supporting data for reports.

## **01-080 ENGINEERING TECHNOLOGIST** (prof. & tech., n.e.c.)

Carries out a variety of technological functions in an engineering specialization, such as chemical, civil, electrical, industrial, mechanical, metallurgical, mining, petroleum, aeronautical, or nuclear engineering, primarily in support of engineering research, development and design activities, using knowledge of engineering, scientific, mathematical and drafting design principles and practices, by performing any combination of the following duties:

Analyzes technical problems, co-ordinates the construction of working models, pilot plants and similar prototypes, and develops and interprets design specifications for complex equipment and processes to assist engineers and other technical workers in the research, design, and development of products, systems, processes and equipment. Represents engineers on work or test sites to ensure compliance with design specifications, study objectives and standards relating to production or quality control, and industrial or construction safety. Examines and evaluates assignments, defines problems, determines procedures to arrive at solutions, and schedules work. Obtains or prepares detailed estimates of time, quantities, labour and material costs required for work in such areas as product design, testing of construction, equipment installations, and manufacturing processes. Diagnoses complex equipment or process malfunctions, production or test problems; plans and carries out corrective action or directs other workers in rectifying problems. Conducts work studies and method analyses, and performs

statistical calculations necessary for establishing work standards. Interprets and evaluates, at a level below that of the engineer, experimental, test, and other data and prepares reports and recommendations based on evaluations. Oversees and co-ordinates activities of technicians, skilled craftsmen/women and other workers engaged in various aspects of technical assignments. Assists in the training of less experienced technical workers.

## **01-090 GENERAL MANAGER** (prof. & tech., n.e.c.)

Plans, organizes, directs and controls the major functions of an industrial, commercial, governmental, or other establishment through departmental managers and other subordinate executives, and within powers delegated by a directorate, governing body, or official decree, by performing any combination of the following duties:

Establishes organization objectives, formulates and approves policies and programs and sets standards by using knowledge of organization's capacities; analyzing economic, social, technical, legal and other trends; consulting with subordinate managers and executives; and reviewing staff recommendations and reports. Authorizes establishment of major departments and key executive positions, and funds to implement departmental policies and programs. Selects or approves selection of departmental managers and senior staff, delegates authority and approves overall personnel program. Directs, motivates and develops skills of executive and managerial personnel to foster productivity, growth and high morale, exercising leadership ability and using knowledge of management science. Co-ordinates activities of departments or other functional units by utilizing staff conferences, schedule boards, flow charts and other devices, and by developing effective lines of communication. Provides for administration controls, such as reports, audits and inspections. Maintains awareness of developments affecting objectives and policies, and takes initiative in effecting remedial action or needed adjustments, in consultation with executives concerned. Assumes responsibility for products or services of establishment. Represents organization, or delegates representatives in negotiations, at conventions, seminars and other official occasions. Entertains officials, develops liaison with other organizations and frequently sits on charitable, educational or other civic committees, to promote good public relations.

General managers are designated according to the industry in which they work, and frequently, as senior officials, hold appointments such as President, Vice-President or Chairman/woman of the Board or other governing body.

## **01-140 LIFE SCIENCES TECHNICIAN** (prof. & tech., n.e.c.)

Carries out a limited number of technical functions in a life sciences specialization, such as botany, zoology, forestry, horticulture, agriculture or medicine, primarily in relation to biological testing and analysis activities, using a basic knowledge of specific scientific and mathematical principles, and laboratory techniques, by performing any combination of the following duties:

Interprets work assignment instructions, selects and adapts standard procedures, techniques and equipment and establishes work sequence. Takes, prepares, marks, measures or weighs biological specimens. Sets up laboratory, medical and other scientific equipment for experiments, tests and analyses, and adjusts or aligns equipment as required. Conducts experiments, tests and analyses, and records and organizes observations and conclusions. Makes calculations and prepares charts, graphs and other supporting data for reports.

## **01-150 LIFE SCIENCES TECHNOLOGIST** (prof. & tech., n.e.c.)

Carries out a variety of technological functions in a life sciences specialization, such as botany, zoology, forestry, horticulture, agriculture or medicine, primarily in support of biological research, testing and analyses activities, using knowledge of scientific and mathematical principles and laboratory practices, by performing any combination of the following duties:

Assists life scientists and other technical workers in design and development of research methods and equipment. Searches reference publications and makes recommendations concerning technical problems. Performs pre-test experiments and analyses, develops design specifications for, and constructs or oversees the construction of special test equipment. Obtains or prepares estimates of time, and costs of quantities of material and equipment for tests, analyses, experiments or other research activities; plans and schedules work. Sets up scientific equipment for experiments, tests and analyses, and calibrates precision equipment as required. Performs quality control tests to ensure reagents and equipment are functioning as specified. Conducts experiments, tests and analyses, requiring a high degree of skill and judgment, and involving a large number of operations with many possible sources of error. Modifies and adapts procedures and equipment as required. Interprets and evaluates test and other data at a level below that of the life scientist; prepares reports and recommendations based on evaluations, and frequently assists life scientists in preparing material for publications.

#### **01-170 MANAGER** (prof. & tech., n.e.c.)

Plans, organizes, directs and controls the activities of a department, division, program, regional office or other unit of an industrial, commercial, governmental or other establishment, through subordinates who are at a supervisory level or above and within policies laid down by senior management by performing any combination of the following duties:

Establishes procedures to implement policies and directives of senior management, and recommends changes in policies to achieve assigned objectives, based on detailed knowledge of the unit's performance capabilities. Prepares and submits financial estimates for approval. Determines organizational structures in unit, and defines subordinate managerial and supervisory functions. Selects or approves appointment of subordinate staff, and directs their training to ensure efficient usage of personnel and material. Co-ordinates activities within assigned areas and with other departments or units by conferring with other managers or subordinates and utilizing schedule boards, flow charts and similar devices. Reviews effectiveness of assigned operations, enforces regulations, prepares reports, and advises senior management of trends in own operations which may be significant for other units of the organization. Assumes responsibility for operations of unit. Assists staff with important and difficult administrative or technical problems. Negotiates with specialists, technical consultants and external organizations on matters such as business services and union contracts. Represents organization on boards or committees as a delegated specialist, or in a public relations capacity.

Managers are usually designated according to assigned responsibility in the department or other unit of the organization.

#### **01-180 MANAGING SUPERVISOR** (any ind.)

Plans, organizes, directs and controls the operations of an establishment engaged in retail or wholesale trade, or in providing services to the public, to business or other organizations, on own or owner's behalf or in partnership, and supervises and co-ordinates activities of subordinate workers, by performing any combination of the following duties:

Estimates consumer demands, and determines or recommends types and quantities of merchandise or services to be sold, and price and credit policies to be implemented. Defines operating procedures. Plans budget, prepares or supervises preparation of purchase orders for stock and supplies, and authorizes or obtains authorization for expenditures. Establishes layout of premises. Determines staff functions and numbers and hires or arranges for hiring of staff. Assigns duties, sets salaries, and initiates personnel action such as promotions and discharges. Supervises and trains workers, or oversees supervision and training. Co-ordinates activities of workers to ensure efficient operations. Counts and deposits money received, or supervises handling of money, takes or verifies inventories, and keeps accounts and other records. Ensures that safety, health and security regulations are followed. Promotes the sale of establishment goods or services, and approves advertising and display work. Receives and acts on customer complaints. Confers with workers or their representatives to resolve grievances and other employee problems.

When operating a small establishment, performs some or all of the duties of the workers. When operating an establishment on own behalf

or in partnership, is commonly known as a **WORKING PROPRIETOR**. See term title definition, 02-450 **WORKING PROPRIETOR**, for method of classification. Managing supervisors, including working proprietors are designated according to merchandise or services offered for sale, or type of establishment operated.

#### **01-210 PHYSICAL SCIENCES TECHNICIAN** (prof. & tech., n.e.c.)

Carries out a limited number of technical functions in a physical sciences specialization, such as physics, chemistry, geology, geophysics, meteorology or astronomy, normally in relation to operation and maintenance, and quality control activities, using a basic knowledge of specific scientific and mathematical principles and laboratory techniques, by performing any combination of the following duties:

Interprets work assignment instructions, selects and adapts standard procedures, techniques and equipment, and establishes work sequence. Prepares, marks, measures or weighs test materials or samples. Sets up laboratory and other scientific equipment for experiments, tests and analyses, and adjusts or aligns equipment as required. Conducts experiments, tests and analyses and records and organizes observations and conclusions. Makes calculations and prepares charts, graphs and other supporting data for reports.

#### **01-220 PHYSICAL SCIENCES TECHNOLOGIST** (prof. & tech., n.e.c.)

Carries out a variety of technological functions in a physical sciences specialization, such as physics, chemistry, geology, geophysics, meteorology, or astronomy, primarily in support of research activities, using knowledge of scientific and mathematical principles and laboratory practices, by performing any combination of the following duties:

Assists physical scientists and other technical workers in design and development of research methods and equipment, by searching reference publications, making recommendations concerning technical problems, performing pre-test experiments and analyses, and by developing design specifications for, and constructing or overseeing the construction of special test equipment. Obtains or prepares estimates of time and costs, of quantities of material and equipment for tests, analyses, experiments or other research activities. Plans and schedules work. Sets up scientific equipment for experiments, tests and analyses, and calibrates precision equipment as required. Conducts experiments, tests and analyses, requiring a high degree of skill and judgment, and involving a large number of operations with many possible sources of error. Modifies and adapts procedures and equipment as required. Interprets and evaluates experimental, test and other data at a level below that of the physical scientist; prepares reports and recommendations based on evaluations, and frequently assists physical scientists in preparing material for publications.

#### **01-230 SALESPERSON** (ret. trade; whole. trade)

Sells merchandise to individuals from sales floor and at customer's home or place of business, applying knowledge of characteristics, quality and merit of items sold, by performing any combination of the following duties:

Talks to customer on sales floor or elsewhere to ascertain his or her wants, and follows up initial contact, by phone or in person, to solicit business. Displays merchandise, shows descriptive material and demonstrates article, emphasizing salable features. Advises customer on care and use of article. Estimates or quotes prices, credit terms, trade-in allowances and delivery date. Prepares sales slip or sales contract. Receives payment or obtains credit authorization. Prepares reports of business transactions and keeps expense accounts. Sets up displays of merchandise in window or on sales floor. Prepares inventory of stock, and requisitions merchandise from stockroom or warehouse. Salespersons are usually designated according to product sold.

#### **01-250 SUPERVISOR; FOREMAN/WOMAN** (any ind.)

Supervises and co-ordinates activities of workers engaged in one or more occupations, by performing any combination of the following duties:

Studies assignments, determines manpower requirements, and estimates materials and supplies needed for completion of work. Establishes



methods to meet work schedules. Requisitions materials and supplies. Hires and assigns duties to workers, recommends or initiates personnel actions, such as promotions, transfers, discharges, and disciplinary measures, and maintains personnel and attendance records. Trains or arranges for the training of workers and explains company policies. Sets up machines and equipment and interprets work orders, specifications or technical drawings. Initiates or suggests plans to motivate workers to achieve goals. Co-ordinates activities of own workers and confers with other supervisors, foremen/women and/or superiors to avoid conflicts with other units or departments. Ensures that quality of work meets standards, inspects materials received, and enforces safety regulations. Analyzes and resolves work problems. Prepares and submits production, progress or other reports. Recommends measures to improve work

methods, equipment performance, quality of product or service, and working conditions. Confers with workers or their representatives to resolve complaints and grievances.

When supervising workers engaged in one occupation, is usually required to be adept in activities under supervision. When supervising workers engaged in several occupations, is required to possess general knowledge of activities involved. Supervisors and foremen/women are designated according to type of work supervised, process involved, craft of workers supervised, product manufactured or industry in which work occurs. A working supervisor or foreman/woman, commonly known as a GROUP LEADER, or LEAD HAND, who primarily performs the same duties as the workers supervised, is identified by the same occupational title as the workers.





## TERM TITLES AND DEFINITIONS

(Refer to TYPES OF OCCUPATIONAL TITLES in Introduction to the CCDO GUIDE for explanation of term titles and definitions and their applications)

### **02-010 APPRENTICE** (any ind.)

A term used to describe a worker who is bound by contractual agreement to serve an employer for a specified period of time, with a view to learning a craft or trade in which the employer is obligated to instruct him or her:

In general, the contract sets out the minimum number of hours of training required to complete the apprenticeship and outlines wage increases throughout the program on the basis of a graduated minimum scale. An apprentice follows a program of on-the-job, and related classroom and shop training lasting about one to four years and leading to a prescribed level of competence in an occupation. Apprenticeship programs are usually under the guidance of an advisory committee representing management, labour and government. Entry age and educational levels, health standards and training requirements vary with the apprenticed occupation and frequently are specified by provincial legislation. An apprentice is usually between the ages of sixteen and twenty-five. In some provinces, an older worker with background experience in a trade may be accepted as a 'mature apprentice'. Credit may be given for previous related experience or training. Normally, the successful completion of eight to twelve years schooling is required before commencing apprenticeship. An examination on all phases of training usually terminates the program, and successful completion results in the receipt of a certificate of apprenticeship. Workers who complete an apprenticeship program may be required to obtain licences or pass certification examinations before being permitted to practise their trade.

Apprentices are classified in the same unit group as the occupations for which they are being trained.

### **02-040 ASSISTANT** (any ind.)

A term used to describe a worker who directly assists another or other workers at the professional and managerial levels, by performing essentially DATA- and PEOPLE-related functions that are clearly subordinate to those of the worker assisted, but which frequently require formal training in the assistant specialization:

Excluded are the following who should be designated and classified as indicated: A worker who performs duties closely related to those of the worker assisted and who on occasion may assume the authority and responsibilities of the worker assisted should be assigned the same title and classification as the worker assisted. A worker who has been designated as an assistant by an establishment because his or her work fulfils an operational support function, but who does not directly assist other workers, should be assigned a title more indicative of the work performed and classified accordingly. A worker who directly assists a professional such as one engaged in a scientific, engineering, mathematical or drafting design field by performing essentially DATA- AND THINGS-related functions may be designated and classified as a TECHNICIAN or TECHNOLOGIST.

A worker who performs routine, primarily manual duties in direct support of a more competent processing, manufacturing, construction and primary industry worker may be designated and classified as a HELPER. See term title definition, 02-160 HELPER.

### **02-070 CHIEF ENGINEER** (prof. & tech., n.e.c.)

A term used to describe an engineer who uses the principles and methods of management to supervise and co-ordinate the technical or administrative activities of other engineers, technologists, technicians and trades people:

The workers supervised are concerned with such activities as research, design, development, evaluation, manufacture and repair of machinery, components, tools and equipment; and with related methods, procedures and processes in governmental, industrial and business establishments.

Chief engineers are usually classified in the same unit group as the engineers they supervise.

### **02-090 CONSULTANT** (prof. & tech., n.e.c.)

A term applied to a worker who utilizes expertise and knowledge of a specialized field of activity to evaluate and recommend improvements in the practice of that specialization in a commercial, industrial, governmental or other organization, by performing any combination of the following duties:

Analyzes objectives, policies, methods and procedures relating to specializations, such as product administration, labour relations, public relations and safety standards. Devises tests, prepares flow charts, conducts interviews and examines records and other data to determine degree to which objectives are being achieved. Prepares reports and recommendations for modification and changes in policies, methods and procedures to improve efficiency. Assists with implementation of recommendations by such means as revising procedures, and preparing and conducting retraining sessions.

Consultants are designated according to title of specialization, such as ENGINEERING CONSULTANT, PERSONNEL MANAGEMENT CONSULTANT, and EDUCATIONAL SPECIALIST. These occupations are classified in the unit group with the worker, in the same field of specialization, who performs functions of a non-consulting nature, or, when such a unit group does not exist, in Unit Group 1179 - OTHER OCCUPATIONS RELATED TO MANAGEMENT AND ADMINISTRATION.

### **02-130 ENGINEER** (prof. & tech., n.e.c.)

A term used to describe a worker who plans, designs and develops equipments, machines, products, systems and processes, using scientific and engineering principles, to serve human needs and desires:

Engineers must possess qualifications acquired through formal training and work experience which normally lead to legal certification by appropriate licensing authorities. Engineers are classified according to the discipline in which the individual is most active, such as aeronautical, agricultural, electrical, electronic, chemical, civil, mechanical, metallurgical, mining, marine and structural engineering. Engineers primarily engaged in managerial, teaching or sales activities are classified in the appropriate Major Group according to work performed.

### **02-150 GRADER** (any ind.)

A term used to describe a worker who classifies and sorts materials and products according to established quality-control standards:

Examines materials and products by sight, touch, taste or smell, or by the use of scales or gauges, and grades them according to such standards as weight, size, colour or general condition. Grades foodstuffs such as grains, fruits, vegetables, meat, eggs and cheese. Grades other products such as tobacco, lumber, diamonds, leather and fur.

Graders are usually designated according to the product graded, and are normally classified in unit groups for INSPECTING, TESTING, GRADING AND SAMPLING OCCUPATIONS.

### **02-160 HELPER** (any ind.)

A term used to describe a worker who supports another worker of a higher level of expertise in an occupation, by performing a combination of more routine, essentially manual duties, such as the following:

Conveys and holds materials and tools for worker aided, and uses hand or power tools or appliances in a helping capacity. Transports materials, tools, and supplies to and from worksite, using wheelbarrows, hand trucks, hoists, powered equipment and similar devices. Prepares surfaces and mixes materials for the use of the worker aided, and cleans, mounts, places, or assembles parts or objects. Performs routine tasks related to installation, set-up, maintenance or dismantling of machines and equipment. Tends or feeds machines and equipment, offbears materials or parts and performs operating adjustments as directed. Takes samples for analysis, keeps work records, or performs other related tasks.

A worker who can perform his or her work independently of another worker is not a HELPER, and is designated and classified according to the work performed. HELPERS are classified in the appropriate unit group according to work performed.

## **02-170 INSPECTOR (any ind.)**

A term used to describe a worker who critically examines any of a variety of goods, services or operations for conformity to established quality, health, safety, legal, business, ethical or other standards, by performing any combination of the following duties:

Examines raw materials for quality and manufactured items for defects and for conformance to specifications, visually and using sample models and instruments, such as scales, gauges, templates, calipers and micrometers. Verifies that established standards are maintained relative to such matters as food-growing, processing and marketing; product-packaging; storage and transportation methods; buildings and facilities; and business practices, operations and services. Affixes seals or tags to approved items, issues or revokes licences and permits or ascertains that licences and permits have been obtained and are displayed. Confers with officials, interprets regulations and codes, and assists establishments in altering methods and practices to meet established standards. Investigates complaints and violations, prepares reports of findings and action taken or recommended, files charges and testifies in court. Recommends changes in standards, administrative procedures, facilities, methods and practices.

Inspectors are normally identified according to product, item or service inspected. Typical titles are: 8256-112, PAPER INSPECTOR (pulp & paper); 8336-110, WELD INSPECTOR (mach., weld. & forg.). Inspectors in the fields of processing, machining, fabricating and assembling materials, goods or products are classified in unit groups for INSPECTING, TESTING, GRADING, AND SAMPLING OCCUPATIONS. Inspectors and Regulatory Officers concerned with enforcing and advising on governmental health, safety or other regulations are classified in Unit Group 1116, INSPECTORS AND REGULATORY OFFICERS, GOVERNMENT. Inspectors and Regulatory Officers concerned with enforcing and advising on adherence to non-governmental standards and regulations in such areas as quality of service and observance of company business policies and procedures, are classified in Unit Group 1176, INSPECTORS AND REGULATORY OFFICERS, NON-GOVERNMENT.

## **02-190 LABOURER/ELEMENTAL WORKER (any ind.)**

A term used to describe a worker who performs one or more uncomplicated tasks, usually physical in nature, involving such functions as feeding-offbearing and handling materials and objects, which may require the use of simple tools or equipment:

In the performance of his or her duties may be required to speak to, signal or serve other persons and carry out simple data-related functions such as copying and comparing. Applies common sense understanding to carry out tasks in standardized situations with occasional or no variables in or from these situations. Normally, these tasks require only simple demonstration, instruction or explanation in preparation for average performance on the job, though in some instances training may last a few days.

Many occupations which are classified in unit groups entitled, 'OCCUPATIONS IN LABOURING AND OTHER ELEMENTAL WORK' are not designated by the title LABOURER, but by titles which are more descriptive of the work performed, such as 9318-142, PACK-AGER, HAND (any ind.) and 8578-130, MOULD FILLER (plastic prod.; rubber). Workers designated as LABOURERS or ELEMENTAL WORKERS, who perform a combination of uncomplicated tasks, such as those of a LABOURER, GENERAL, may be required to carry out tasks involving a few concrete variables in standardized situations.

## **02-240 MANUFACTURER'S SERVICE REPRESENTATIVE (any ind.)**

A term used to describe a worker who utilizes a knowledge of mechanical, hydraulic and electrical principles and the manufacturer's specifications, to provide service in the installation, operation and repair of equipment in customer's establishment, by performing any combination of the following or similar duties:

Consults with staff in manufacturer's engineering department to resolve problems of machine design, and to avoid construction and installation problems in customer's establishment. Studies drawings or blueprints to become familiar with equipment operation. Oversees installation of equipment in customer's establishment. Operates machine through trial runs to ensure that quality and rate of production meet specifications. Trains customer's personnel in operating, adjusting, maintaining and

repairing equipment. Consults with customer about deviation of equipment operation from original specifications, and explains reasons for changes. Repairs or supervises repair of worn or defective equipment in customer's establishment.

Manufacturer's service representatives are classified in unit groups which reflect the nature of service provided and type of equipment serviced.

## **02-280 NOTARY PUBLIC (prof. & tech., n.e.c.)**

A term used to describe a worker who performs any combination of the following legal-service duties as prescribed by a commission issued by provincial government:

Witnesses, certifies and attests the validity of signatures on documents. Takes and certifies acknowledgement or proof of powers of attorney, mortgages, deeds, and other legal documents. Takes depositions and affidavits for use before court, judge or officer within jurisdiction. Administers oaths and affirmations. Keeps permanent records of official acts.

Workers whose regular duties include those described above are classified in Unit Group 2343, LAWYERS AND NOTARIES. Workers who perform duties of the term title, 02-280 NOTARY PUBLIC (prof. & tech., n.e.c.), in addition to the duties of another occupation, are classified according to their principal occupation.

## **02-310 RESEARCH ENGINEER (prof. & tech., n.e.c.)**

A term used to describe an engineer who, in co-operation with scientists and other engineers, engages in basic and applied research activities, directed toward the investigation, evaluation and application of engineering and scientific theories and principles to practical problems:

Conducts studies in areas, such as pre-stressed concrete construction, high-pressure instrumentation, supersonic flight, operation of continuous chemical processes at high and low pressures and temperatures, radar, colour television and electronic computation and control. Consults with other engineers and scientists regarding the development and improvement of new or existing products, services or production processes. Follows the studies from inception, through the drafting phase, to the production of the prototype or model and the preparation of technical reports. Supervises and co-ordinates the work of technologists and technicians who act in direct support of his or her research activities.

Research engineers are classified in the appropriate engineering unit group according to work performed.

## **02-330 SAMPLER (any ind.)**

A term used to describe a worker who collects samples of raw or processed materials for laboratory analysis and quality-control purposes, performing duties such as the following:

Collects samples by dipping, scooping, pouring or cutting. Marks samples with identifying information and sends them to laboratory. Weighs, pulverizes, screens and/or blends materials from various collection points to provide representative samples.

Samplers are normally designated according to the material sampled, and are classified in unit groups for INSPECTING, TESTING, GRADING AND SAMPLING OCCUPATIONS.

## **02-350 SCIENTIST (prof. & tech., n.e.c.)**

A term used to describe a worker who conducts investigations or enquiries to acquire a theoretical, abstract or practical knowledge of physical and natural phenomena:

States problems and frames questions which are capable of yielding significant facts, theories, laws and concepts, and tests hypotheses through observation, investigation or experimentation.

Scientists are classified according to the discipline in which the individual is most active, such as chemistry, physics, geology, meteorology, geography, metallurgy, agriculture, zoology, botany and pharmacology.



**02-380 SQUAD MAN/WOMAN** (any ind.)

A term used to describe a worker who is trained in all phases of manufacturing within a specific industry, through a company-oriented training program to identify and develop supervisory and executive talent in individuals:

Substitutes for absentees, as needed, to keep departments fully-manned in emergencies. Conducts assigned studies in areas of specialized training for production problem identification, analysis, documentation and preparation of reports. Investigates and studies alternate methods and procedures and, upon approval, institutes and conducts programs to modify existing production procedures. Participates as a member of a team of specialists to inaugurate production with new installations.

Squad men/women are normally designated by the industry in which they work, and are classified in the appropriate supervisor; foreman/woman or managerial unit group according to work performed.

**02-410 TECHNICIAN** (prof. & tech., n.e.c.)

A term used to describe a worker who performs a limited number of technical functions in a physical science, life science or engineering specialization, primarily in relation to installation, operation and maintenance, quality control, production planning or biological testing and analysis activities, using a basic knowledge of specific scientific, mathematical or engineering and drafting design principles and practices:

Interprets work-order assignments, selects and adapts standard procedures, techniques and equipment and establishes work sequence. Takes, prepares, marks, measures or weighs test materials, or samples. Sets up scientific equipment and conducts experiments, tests and analyses, or constructs, installs, maintains, repairs, calibrates or modifies industrial or other equipment. Makes calculations and prepares charts, graphs and other supporting data for reports.

Reference should be made to the following unit groups for classification possibilities of technologists and technicians: 2117, PHYSICAL SCIENCES TECHNOLOGISTS AND TECHNICIANS; 2135, LIFE SCIENCES TECHNOLOGISTS AND TECHNICIANS; 3156, MEDICAL LABORATORY TECHNOLOGISTS AND TECHNICIANS; 3155, RADIOLOGICAL TECHNOLOGISTS AND TECHNICIANS; 3157, DENTAL HYGIENISTS, ASSISTANTS AND TECHNICIANS; 2165, ARCHITECTURAL AND ENGINEERING TECHNOLOGISTS AND TECHNICIANS and 2353, TECHNICIANS IN LIBRARY, MUSEUM AND ARCHIVAL SCIENCES. Other technicians are classified in the same unit group as the worker assisted, or according to work performed. Workers who directly assist another or other workers at the professional and managerial levels are designated as ASSISTANTS provided that they perform essentially DATA- and PEOPLE-related functions. Assistants frequently require formal training in the occupational specialization and their functions are clearly subordinate to those of the worker assisted. Those workers who perform inspecting and testing functions at levels of complexity higher or lower than those specified for technologists and technicians may be classified in unit groups for scientific and engineering, or inspecting and testing occupations respectively.

**02-420 TECHNOLOGIST** (prof. & tech., n.e.c.)

A term used to describe a worker who performs a variety of technological functions in a physical science, life science or engineering specialization, primarily in support of research, development and design activities, using knowledge of scientific, mathematical or engineering and drafting design principles and practices:

Assists scientists, engineers and other technical workers in developing research methods and equipment, and designing and developing products, systems, processes and industrial equipment. Obtains or prepares estimates of time and material cost for research tests, analyses and experiments or for work projects or processes. Sets up scientific equipment and conducts experiments, tests and analyses. Diagnoses complex equipment or process malfunctions, and production or test problems, and carries out corrective action. Interprets and evaluates, at a

level below that of the engineer or scientist, test and other data, and prepares reports and recommendations based on findings.

Reference should be made to the following unit groups for classification possibilities of technologists and technicians: 2117, PHYSICAL SCIENCES TECHNOLOGISTS AND TECHNICIANS; 2135, LIFE SCIENCES TECHNOLOGISTS AND TECHNICIANS; 3155, RADIOLOGICAL TECHNOLOGISTS AND TECHNICIANS; 3156, MEDICAL LABORATORY TECHNOLOGISTS AND TECHNICIANS and 2165, ARCHITECTURAL AND ENGINEERING TECHNOLOGISTS AND TECHNICIANS. Other technologists are classified in the same unit group as the worker assisted, or according to work performed. Workers who directly assist another or other workers at the professional and managerial levels are designated as ASSISTANTS provided that they perform essentially DATA- and PEOPLE-related functions. Assistants frequently require formal training in the occupational specialization and their functions are clearly subordinate to those of the worker assisted. Those workers who perform inspecting and testing functions at levels of complexity higher or lower than those specified for technologists and technicians may be classified in unit groups for scientific and engineering, or inspecting and testing occupations respectively.

**02-430 TESTER** (any ind.)

A term used to describe a worker who conducts routine tests in a laboratory or at a test bench on materials, components, machines or equipment to determine physical or chemical characteristics, or to verify conformity to specifications or functional standards, by performing any combination of the following duties:

Takes, prepares, marks, measures or weighs various samples, prior to conducting tests. Tests materials to determine physical or chemical characteristics. Tests electric or electronic components and equipment to verify conformity to specifications, using various electric or electronic testing equipment. Operates machines or equipment to test performance, and makes routine adjustments as required. Records test results. Marks approval on acceptable units, and returns defective units for reworking.

Testers are normally identified according to material or unit tested. Typical titles are: 8256-118, PULP TESTER (pulp & paper); 8336-138, SPRING TESTER (mach., weld. & forg.; metal fab., n.e.c.). Testers in the fields of processing, machining, fabricating and assembling materials, goods or products are normally classified in unit groups for INSPECTING, TESTING, GRADING, AND SAMPLING OCCUPATIONS. Those workers who perform a number of technical functions including testing at levels of complexity higher than that specified for testers may be classified in unit groups for scientific and engineering, or technologist and technician occupations.

**02-450 WORKING PROPRIETOR** (any ind.)

A term used to describe a worker who operates an establishment, on own behalf or in partnership:

Performs duties as described under the master titles, 01-090 GENERAL MANAGER (prof. & tech., n.e.c.); 01-170 MANAGER (prof. & tech., n.e.c.) or 01-180 MANAGING SUPERVISOR (any ind.), depending upon size and complexity of organization operated. When operating a small establishment, performs some or all of the duties of the workers.

Working proprietors are normally designated according to merchandise or services offered for sale, type of establishment or business operated, or professional, technical, craft or service function exercised. Working proprietors in sales and services who perform duties as described under the master title, 01-180 MANAGING SUPERVISOR (any ind.) are classified in the supervisor unit groups in Major Group 51, Sales Occupations and 61, Service Occupations, respectively. Working proprietors in sales and services who perform duties as described under the master titles, 01-090 GENERAL MANAGER (prof. & tech., n.e.c.) and 01-170 MANAGER (prof. & tech., n.e.c.) are classified in Major Group 11, MANAGERIAL, ADMINISTRATIVE AND RELATED OCCUPATIONS. Working proprietors found outside of Major Group 51, 61 and 11, are classified in the appropriate supervisory unit group of an appropriate minor group, or in the workers' unit group, if a supervisory unit group does not exist.





## OCCUPATIONS IN SOCIAL SCIENCES AND RELATED FIELDS

This major group includes occupations concerned with: assisting individuals, families and groups, to solve their social, economic and personal problems; planning and conducting social services to meet needs of community; applying principles related to statute law and its administration; organizing, developing and maintaining libraries, archives, museums and art galleries; counselling individuals and groups; and performing other related duties. Managerial occupations in the fields of social science and related activities are classified in Unit Group 1132 MANAGEMENT OCCUPATIONS, SOCIAL SCIENCES AND RELATED FIELDS. OCCUPATIONS IN SOCIAL SCIENCES AND RELATED FIELDS are classified in the following minor groups:

- 231 Occupations in Social Sciences
- 233 Occupations in Social Work and Related Fields
- 234 Occupations in Law and Jurisprudence
- 235 Occupations in Library, Museum and Archival Sciences
- 239 Other Occupations in Social Sciences and Related Fields

### 231 – OCCUPATIONS IN SOCIAL SCIENCES

This minor group includes occupations concerned with conducting research into, and developing a store of knowledge relating to social, economic, psychological, and political phenomena; applying the theories and principles of various social-science disciplines; and making recommendations for policy decisions. Typical specializations are economics, political science, sociology, anthropology, history, geography, psychology, linguistics and home economics. These occupations are classified in the following unit groups:

- 2311 Economists
- 2313 Sociologists, Anthropologists and Related Social Scientists
- 2315 Psychologists
- 2319 Occupations in Social Sciences, n.e.c.

#### 2311-ECONOMISTS

This unit group includes occupations concerned with conducting research, and developing and applying principles and theories of economics and to formulate plans for the solution of economic problems arising from the production and distribution of goods and services. Activities include: conducting research into the mathematical basis of the science of economics; developing models to illustrate and forecast economic behaviour and patterns; devising methods for collection and analysis of economic and statistical data and compiling and interpreting such data; preparing reports, estimates and forecasts based on studies in economic fields and on analyzed and interpreted data; advising private industrial concerns or government agencies on economic questions in a specialized field

such as finance, taxation, international trade, labour, agriculture, transport, resource planning, or industrial planning; and investigating present and potential markets for particular goods and services.

#### 2311-110 SUPERVISOR, ECONOMIC RESEARCH (prof. & tech., n.e.c.)

Supervises and co-ordinates activities of economists engaged in economic research:

Performs duties as described under master title, 01-250 SUPERVISOR; FOREMAN/WOMAN (any ind.). Analyzes and interprets

MAJOR GROUP 23

complex research material, assesses inter-relationships of economic variables, and evaluates the significance of findings for policy considerations.

DPT: 1 3 8

2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.)

Conducts research, analyzes economic data and prepares estimates, forecasts and reports on the basis of past and current trends: Devises methods for collecting and analyzing background material on technical and economic developments. Compiles, organizes and interprets data, and forecasts future trends. Advises private industrial concerns or government agencies on matters related to operating efficiency, marketing methods, and fiscal problems. Participates in planning of projects, and provides assistance to those responsible for developing policies. Prepares reports summarizing developments and trends to assist in the preparation of economic studies. Analyzes data to explain variations and relationships in economic trends, using established concepts and techniques.

GED: 6 SVP: 8 PA: S 5 6 EC: I DPT: 0 6 8

APT.											INT.			TEMP.		
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2311-118 AGRICULTURAL ECONOMIST (prof. & tech., n.e.c.)

Studies economic aspects of agricultural problems pertaining to utilization of rural resources and production and marketing of farm products in order to improve existing methods: Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in the study of economic aspects of agriculture. Forecasts production and consumption of agricultural products, basing calculations on records of past crops, labour supply and general economic and agricultural conditions. Investigates foreign and domestic commodity exchanges, and agricultural transportation, tax and tariff problems to locate optimum markets. Examines farm credit structures and institutions to recommend improvements in agricultural financing. Devises methods or develops policies to increase efficiency of farm management, improve farm income, and effect favourable agricultural legislation.

GED: 6 SVP: 8 PA: S 5 6 EC: I DPT: 0 6 8

APT.											INT.			TEMP.		
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2311-122 DEVELOPMENT ECONOMIST (prof. & tech., n.e.c.)

Studies and analyzes factors involved in the economic growth of developing countries: Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in problems relating to establishment of new industries in underdeveloped areas. Studies factors which determine economic growth of these areas, and analyzes effects

of diversification on the stability of region's economy. Advises government agencies on policies designed to increase growth of production, and other economic variables.

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2311-126 ECONOMETRICIAN (prof. & tech., n.e.c.)

Develops quantified models to illustrate and forecast economic behaviour and patterns, using statistical methods: Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in quantifying economic theories. Applies mathematical formulas and statistical techniques to the testing and quantifying of economic theories and the solution of economic problems. Advises private industrial concerns or government agencies on the quantifiable results of their policy implementation, using econometric models.

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APT.											INT.			TEMP.		
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2311-130 FINANCIAL ECONOMIST (prof. & tech., n.e.c.)

Studies nature of money, credit and credit instruments, and the operation of banks and other financial institutions to develop monetary policies and forecasts of financial activity: Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in the study of financial activities of financial institutions and economic aspects of monetary policies of federal government and central bank. Investigates and develops improvements in credit structures and credit-collection methods. Examines banking methods and procedures to devise techniques for regulation of lending and fixing of interest and discount rates. Studies money exchanges to recommend or establish domestic and international monetary policies. Investigates inter-relationship of quantity of money, credit and purchasing power to find methods for establishing and maintaining desirable balances.

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APT.											INT.			TEMP.		
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2311-134 INDUSTRIAL ECONOMIST (prof. & tech., n.e.c.)

Studies and analyzes economic factors involved in production, pricing, distribution and use of goods and services to ensure maximum use of assets and to develop desirable markets: Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in the study of problems related to the economic activity of individual companies. Examines financing methods, production costs and techniques, and marketing policies to discover possible improvements. Studies organizational structures of business concerns and relationship to marketing and production

methods. Analyzes market trends to relate production to future consumption. Interprets effects of government regulations and restrictions on industrial policies.

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APT.										INT.			TEMP.			
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### 2311-138 INTERNATIONAL-TRADE ECONOMIST (prof. & tech., n.e.c.)

Studies exchange of goods and services among nations to bring about an advantageous trade balance and to establish international trade policies:

Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in the study of international trade. Determines underlying reasons for restrictions such as tariffs and cartels in order to adjust or eliminate frictions in trade. Studies exchange controls, operation of foreign exchanges, and exchange rates to formulate policies on investment and transfer of capital. Collects and analyzes statistical data and other information of foreign trade. Analyzes economic conditions in particular geographic or political area.

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### 2311-142 LABOUR ECONOMIST (prof. & tech., n.e.c.)

Compiles and interprets data on labour supply and demand, wages and hours of work, and productivity to forecast labour trends and to recommend or advise on policies or programs with respect to labour market:

Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in the economic aspects of labour problems. Studies and recommends methods to improve arbitration and conciliation techniques for settling labour disputes. Studies nature and effect of such matters as labour legislation, unemployment insurance, industrial accident provisions, welfare plans, education, collective bargaining, trade unions, and industrial factors upon the labour force and labour market. Acts as advisor or consultant on labour problems to government agencies, business organizations, or industrial groups.

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APT.										INT.			TEMP.			
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### 2311-146 MATHEMATICAL ECONOMIST (prof. & tech., n.e.c.)

Develops economic theorems from a system of assumptions regarding economic behavior:

Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in the construction of a system

of economic relationships, referred to as the economy, for the purpose of predicting a theoretical outcome of interrelated actions. Develops new and improved economic methodology. Advises on practical applications of economic methods and techniques. Devises methods of applying mathematics to economics to aid in quantification and development of economic theory. Utilizes mathematical methods in the study of optimum allocation and scheduling problems.

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### 2311-150 PRICE ECONOMIST (prof. & tech., n.e.c.)

Studies price theories and formulates laws or principles which govern or explain price activities:

Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in the study of price data and fluctuations. Collects, analyzes and interprets price data to forecast direction and extent of price variations. Prepares indexes, charts and graphs showing price fluctuations, and predicts future movements based on analysis of collected data. Simulates impact of economic policies on price structure in different market sectors, using econometric models.

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APT.										INT.			TEMP.			
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### 2311-152 RESOURCE ECONOMIST (prof. & tech., n.e.c.)

Studies and analyzes economic aspects of development, use and conservation of land, water, fisheries, minerals or energy resources:

Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in study of economic aspects of development, use and conservation of resources. Forecasts production and consumption of renewable resources and supply, consumption and depletion of non-renewable resources. Investigates problems of trade, transport, tax, tariffs and subsidization related to economic and efficient use of resources. Analyzes economic factors and formulates advice on procurement, production, distribution, consumption and conservation of oil, gas, hydro, nuclear and thermal energy, and other resources.

GED: 6 SVP: 8 PA: S 5 6 EC: I DPT: 0 6 8

APT.										INT.			TEMP.			
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### 2311-154 TAX ECONOMIST (prof. & tech., n.e.c.)

Collects, analyzes and interprets data on problems of taxation affecting government and industry:

Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in the study of public finance



and fiscal policy. Analyzes sources of government income and methods of expenditure. Studies effect of taxes and fiscal policy upon national income and overall business activity. Investigates distribution of tax load among taxpayers. Proposes ways to reduce or eliminate inequalities. Devises new types of taxes and methods of collection. Acts as advisor or consultant on problems of fiscal policy. Advises business and other groups on tax problems and legislation.

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APT.													INT.			TEMP.		
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2311-156 TRANSPORT ECONOMIST (prof. & tech., n.e.c.)

Studies economic aspects of freight and passenger transport: Performs duties similar to those of 2311-114 ECONOMIST, GENERAL (prof. & tech., n.e.c.). Specializes in study of economic aspects of freight and passenger transport such as pricing, investment and subsidization. Studies factors affecting demand for transport, and constructs mathematical and econometric models of demand. Examines supply of transport, pricing and underlying costs of various services, profitability and new investment, and direct and indirect subsidization. Evaluates impact of new transport projects and policies on transport sector and on other sectors of economy.

GED: 6 SVP: 8 PA: S 5 6 EC: I DPT: 0 6 8

APT.													INT.			TEMP.		
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2311-158 MARKET-RESEARCH ANALYST (prof. & tech., n.e.c.)

Conducts research on market conditions in local, regional or national area to determine existing level of sales for particular products and services, and to assess potential market and future trends: Compiles data such as population increase or decline, traffic and pedestrian counts, retail outlets and service facilities, housing starts and completions, zoning laws, and industrial activity to isolate pertinent economic information for analysis. Examines and analyzes statistical data relative to past sales and wholesale or retail trade to forecast sales prospects. Gathers data on competitors and analyzes their prices, volume of business, and methods of operation. Collects data on buying habits and preferences of prospective customers. Maintains continuous study of economy to discover economic trends.

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2311-199 OTHER ECONOMISTS

This residual group includes economists not presently classified in Unit Group 2311.

2313-SOCIOLOGISTS, ANTHROPOLOGISTS AND RELATED SOCIAL SCIENTISTS

This unit group includes occupations concerned with: investigating and tracing the origin, development, evolution, way of life and social relationships of groups of human beings; collecting, organizing and interpreting scientific data relating to community organizations, social customs, family and other social phenomena, for use by administrators, lawmakers, educators and other individuals and organizations engaged in the solution of social problems; comparing physical characteristics of fossilized human remains with those of existing racial groups and making classifications according to period, origin, and degree of development; conducting research into cultural and social development, consulting sources of information such as recorded history, archeological and ethnological studies, and findings in related sciences; and scientific study of human populations. Social workers are classified in Unit Group 2331, SOCIAL WORKERS.

2313-110 ANTHROPOLOGIST (prof. & tech., n.e.c.)

Conducts studies of origin, development and functioning of human societies and cultures, and of man's evolution, physical characteristics and geographical distribution: Compiles, analyzes and reports data on social and cultural behavior, artifacts, language and human biology. Studies material remains from archaeological excavations to prepare records of extinct cultures. Studies development and interrelationship of languages and language groups as they relate to culture of society. Conducts comparative studies of existing or extinct societies, cultures or aspects of cultures to determine historical relations or to arrive at typological classifications. Studies meanings and causes of human physical differences and inter-related effects of culture, heredity and environment on human form. Lectures on topics in anthropology.

GED: 6 SVP: 8 PA: L 5 6 EC: I DPT: 0 6 8

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
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2313-114 SOCIOLOGIST (prof. & tech., n.e.c.)

Studies development, structure, social patterns and interrelationships of human society: Studies and investigates social phenomena such as the family, the community, education, industrial relations, crime, politics, minority and ethnic relations, poverty and mass communications. Analyzes and interprets data, and correlates findings with other research in same and related fields. Organizes and presents data, conclusions and recommendations in forms suitable for application by government, educational institutions, industry, welfare organizations and other bodies. Devises methods of collecting and analyzing sociological data. Lectures on topics in sociology.

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APT.													INT.			TEMP.		
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## 2313-199 OTHER SOCIOLOGISTS, ANTHROPOLOGISTS AND RELATED SOCIAL SCIENTISTS

This residual group includes sociologists and anthropologists and related occupations not presently classified in Unit Group 2313.

## 2315-PSYCHOLOGISTS

This unit group includes occupations concerned with collecting, interpreting and applying scientific data relating to human behaviour and mental processes. Activities include: planning and carrying out experiments and observations on human beings and animals; investigating problems regarding individual development, human relationships, and the processes of learning and teaching; conducting research and developing psychological principles and techniques; developing methods for use in psychological research, and preparing testing material and norms; investigating methods of programming psychological data for electronic data processing; diagnosing mental disorders of individuals and the needs of children in educational systems; providing individual and group guidance and counselling services, and carrying out corrective programs; applying psychological principles and techniques to personnel management, marketing, and industrial design; administering psychological tests and interpreting results. Psychiatrists are classified in Unit Group 3111, PHYSICIANS AND SURGEONS.

### 2315-110 PSYCHOLOGIST, GENERAL (prof. & tech., n.e.c.)

Collects, interprets and applies scientific data for the purpose of investigating psychological phenomena and formulating and applying psychological principles and laws in predicting and controlling behaviour in society:

Studies human behaviour and mental processes and investigates and recommends or provides treatment of psychological problems. Plans and carries out experiments using human beings and animal subjects, observes behaviour, and measures mental and physical characteristics. Analyzes effects of hereditary and environmental factors on individual thought and behaviour. Undertakes diagnosis, treatment and prevention of personality disorders and problems of maladjustment to social and occupational environment.

GED: 6 SVP: 8 PA: S 5 6 EC: I DPT: 0 0 8

APT.											INT.				TEMP.						
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### 2315-114 PSYCHOLOGIST, EXPERIMENTAL (prof. & tech., n.e.c.)

Plans, designs, conducts and analyzes results of experiments to study problems in human and animal behaviour:

Performs duties similar to those of 2315-110 PSYCHOLOGIST, GENERAL (prof. & tech., n.e.c.). Specializes in experimental study of behavioural problems. Formulates hypotheses and experimental designs to investigate problems of growth, intelligence, mental health, personality and learning, and perceptual and sensory processes. Designs and constructs equipment and apparatus for laboratory study. Selects,

controls and modifies variables in laboratory experiments with humans or animals. Observes and records responses and behaviour in relation to variables. Analyzes test results, using statistical techniques, and evaluates significance of data in relation to original hypothesis. Collaborates with other specialists in conducting interdisciplinary studies of behaviour. Writes papers describing experiments and interpreting test results for publication or presentation at scientific meetings.

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### 2315-118 PSYCHOLOGIST, DEVELOPMENTAL (prof. & tech., n.e.c.)

Investigates problems concerning growth and development of emotional, mental, physical and social aspects of individuals to increase understanding of origins of behaviour and processes of human growth and decline:

Performs duties similar to those of 2315-110 PSYCHOLOGIST, GENERAL (prof. & tech., n.e.c.). Specializes in the study of normal patterns of human behaviour. Formulates hypothesis or research problem and selects or develops method of investigation to test hypothesis. Studies behaviour of children to analyze processes of learning, development of language in children and parents' influence on children's behaviour, utilizing a variety of techniques. Administers intelligence and performance tests to establish and measure patterns of intellectual and psychological growth, development and decline in children and adults. Observes and records behaviour of infants to learn pattern of motor and sensory development. Analyzes growth of social values and attitudes, using information obtained from questionnaires and interviews. Formulates theories based on research findings for applications in such fields as juvenile delinquency, education and old age.

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### 2315-122 PSYCHOLOGIST, EDUCATIONAL (prof. & tech., n.e.c.)

Investigates processes of learning and teaching, and develops psychological principles and techniques to foster intellectual, social and emotional development of individuals in an educational setting:

Performs duties similar to those of 2315-110 PSYCHOLOGIST, GENERAL (prof. & tech., n.e.c.). Specializes in the study of educational problems. Conducts experiments to study motivation in learning, transfer-of-training in teaching situations, and causes of individual differences in mental abilities. Analyzes characteristics and adjustment needs of superior and inferior students, and recommends educational programs to promote maximum development. Formulates and develops achievement, diagnostic and predictive tests to aid teachers in planning methods and content of instruction. Administers and interprets standardized tests to diagnose disabilities of students, to predict achievement and to develop special programs of remedial instruction. Investigates personal traits of teachers and the conditions that pertain to their effectiveness. Studies characteristics of successful teachers to



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aid in selection and adjustment. Collaborates with educational specialists developing curriculum content and methods of organizing and conducting classroom work.

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2315-126 PSYCHOLOGIST, ENGINEERING (prof. & tech., n.e.c.)

Conducts research and collaborates with equipment designers in design, development and utilization of man-machine systems to obtain optimum machine and human efficiency. Performs duties similar to those of 2315-110 PSYCHOLOGIST, GENERAL (prof. & tech., n.e.c.). Specializes in study of machine and human productivity. Advises on human factors to be considered in design of machine systems, military equipment, and industrial products. Participates in solving such problems as determining number and kinds of workers required to operate machines, allocation of functions to machines and operators, and layout and arrangements of work sites. Analyzes jobs to establish requirements for use in selection, placement and training of machine operators and maintenance personnel. Develops training methods and materials such as curricula, lectures, tests and films, and prepares handbooks of human-engineering data for use by equipment designers. Conducts research in such subjects as effects of temperature, humidity and noise on workers' behaviour; functional design for equipment to minimize sensory requirements; and specifications for optimal size and shape of equipment, direction and speed of motion, and location of controls.

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APT.											INT.			TEMP.		
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2315-130 PSYCHOLOGIST, SOCIAL (prof. & tech., n.e.c.)

Investigates psychological aspects of human interaction to gain understanding of individual and group thought, feeling and behaviour, utilizing observation, experimentation, or survey techniques. Performs duties similar to those of 2315-110 PSYCHOLOGIST, GENERAL (prof. & tech., n.e.c.). Specializes in the study of individuals, interpersonal activity and group behaviour. Develops such techniques as rating scales and sampling methods to collect and measure data. Conducts surveys and polls to measure and analyze attitudes and opinions of groups as basis for predicting economic, political and other behaviour. Uses interviews, questionnaires and other techniques, adhering to principles of statistical sampling in selecting people. Observes and analyzes relationships of individuals to religious, racial, political, occupational and other groups to study behaviour of individuals toward each other in groups, and the influence of the group on the individual. Investigates social behaviour of individuals to study such problems as origin and nature of prejudice, transmission of values and attitudes in child rearing, and factors in social environment affecting individual mental health. Conducts experimental studies on morale, motivation and leadership, and prepares reports on findings.

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2315-134 PSYCHOLOGIST, CLINICAL (prof. & tech., n.e.c.)

Diagnoses mental and emotional disorders of individuals, and administers programs of treatment. Performs duties similar to those of 2315-110 PSYCHOLOGIST, GENERAL (prof. & tech., n.e.c.). Specializes in examining behaviour problems, providing therapy and consultation, and diagnosing, treating and preventing mental illness and personality disorders. Interviews patients in clinics, hospitals, prisons and other institutions, and studies medical and social case histories. Observes patients at play or in other situations. Selects, administers and interprets intelligence, achievement, interest, personality, neuropsychological and other psychological tests to diagnose disorders and formulate plans of treatment. Treats psychological disorders to effect improved adjustments, using various psychological techniques such as directive, nondirective, support, milieu, play and behaviour therapy, and psychodrama. Collaborates with other specialists in developing other treatment programs, if required.

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2315-138 PSYCHOLOGIST, COUNSELLING (prof. & tech., n.e.c.)

Provides individual and group guidance and counselling services in schools, clinics, rehabilitation centres, and industrial and other establishments. Performs duties similar to those of 2315-110 PSYCHOLOGIST, GENERAL (prof. & tech., n.e.c.). Specializes in assisting individuals to achieve more effective personal, social, educational and vocational development and adjustment. Collects data about individual through interview, case history and observation. Selects, administers, scores and interprets psychological tests designed to assess individual's intelligence, aptitudes, abilities, interests and temperament. Evaluates data to identify causes of problem and to determine advisability of counselling or referral to other specialists or institutions. Conducts counselling or therapeutic interviews to assist individuals to gain insight into personal problems, define goals, and plan action reflecting individual's interests, abilities and needs. Provides occupational, educational and other information to enable individual to formulate realistic educational and vocational plans. Follows up results of counselling to determine reliability and validity of treatment used. Engages in research to develop and improve diagnostic and counselling techniques, if required.

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APT.										INT.					TEMP.							
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**2315-142 PSYCHOLOGIST, INDUSTRIAL** (prof. & tech., n.e.c.)

Develops or devises psychological techniques and applies them to personnel administration, management and marketing problems: Performs duties similar to those of 2315-110 PSYCHOLOGIST, GENERAL (prof. & tech., n.e.c.). Specializes in study of human behaviour in work environment. Observes details of work aids and interviews workers and supervisors to establish physical, mental, educational and other job requirements. Develops interview techniques, rating scales and psychological tests to assess skills, abilities, aptitudes and interests as aids in selection, placement and promotion. Organizes training programs, applying principles of learning and individual differences, and evaluates and measures effectiveness of training methods by statistical analysis of production rate, reduction of accidents, absenteeism and turnover. Counsels workers to improve job and personal adjustments. Investigates problems related to physical environment of work, such as illumination, noise, temperature and ventilation, and recommends changes to increase efficiency and decrease accident rate. Conducts surveys and research studies to ascertain nature of effective supervision and leadership and to analyze factors affecting morale and motivation. Studies consumer reaction to new products and package designs, using surveys and tests, and measures effectiveness of advertising media to aid in sale of goods and services. Applies psychological principles and techniques to selection, training, classification and assignment of military personnel.

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APT.										INT.					TEMP.					
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**2315-146 PSYCHOLOGIST, SCHOOL** (prof. & tech., n.e.c.)

Diagnoses needs of children, including gifted, handicapped, and disturbed children within educational system or school, and plans and carries out corrective programs to enable them to achieve maximum achievement and adjustment: Performs duties similar to those of 2315-110 PSYCHOLOGIST, GENERAL (prof. & tech., n.e.c.). Specializes in the diagnostic study of needs, limitations and potentials of children. Observes child in classroom and at play. Studies school records. Consults with parents and school personnel. Administers diagnostic tests and interprets findings. Plans special placement or other treatment programs. Counsels pupils individually and in groups, using psychodrama, play therapy, and personal interviews to assist pupils to achieve personal, social and emotional adjustment. Secures medical, vocational or social services for child or family. Participates in planning of remedial classes and testing programs designed to meet needs of students. Serves as consultant to school board, superintendent, administrative committees, and parents and teachers in matters involving psychological services.

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APT.										INT.					TEMP.					
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**2315-150 PSYCHOMETRIST** (prof. & tech., n.e.c.)

Administers, scores and interprets intelligence, aptitude, achievement and other psychological tests under supervision of psychologist: Administers and scores intelligence, aptitude, achievement and other psychological tests. Records test scores and interprets results in relation to a variety of factors such as teaching, learning, motivation, counselling, personality, attitude, and physiological reactions. Collects, collates and analyzes data in psychological experiments and research.

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APT.										INT.		TEMP.		
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**2315-199 OTHER PSYCHOLOGISTS**

This residual group includes occupations concerned with the study and application of psychological principles and related occupations not presently classified in Unit Group 2315.

**2319-OCCUPATIONS IN SOCIAL SCIENCES, N.E.C.**

This unit group includes occupations, not elsewhere classified, concerned with human society, its social and political institutions, and its environment. Activities include: conducting research into theory, origin, development and functioning of political institutions investigating and advising on the characteristics of areas of the earth's surface and its inhabitants, and interpreting interactions of physical and human environment for solutions of problems in governmental, industrial and institutional organizations; research into and recording of past and current events; studying the origin, development and structure of languages; and providing technical support or assistance to social scientists. Urban and regional planners, planning technicians, and home economists, except teachers, are classified in this unit group. Home economists employed as teachers are classified in Unit Groups 2731, ELEMENTARY AND KINDERGARTEN TEACHERS and 2733, SECONDARY SCHOOL TEACHERS.

**2319-110 GEOGRAPHER** (prof. & tech., n.e.c.)

Studies and analyzes the spatial distribution and interrelationship of physical, biological and cultural patterns on the earth: Observes, collects and measures data related to area of geographical specialization such as climate, soil biological distribution and social, economic and political activities. Analyzes and interprets statistical data and remote sensing information. Advises industries on marketing problems, industrial and commercial site locations and similar matters. Advises or acts as consultant to governments and organizations on urban planning, resource planning, transportation, boundary demarcations, pollution control, and other matters. Assists in the compilation of maps, atlases and other compendiums of geographic information. Lectures on topics in geography.

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MAJOR GROUP 23

APT.										INT.			TEMP.			
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2319-114 HISTORIAN (prof. & tech., n.e.c.)

Conducts research into one or more phases or aspects of past human activity, and prepares records of findings:  
Conducts research into history of a particular area, country or period, or into a particular aspect of history, such as economic, social or political. Consults works of other historians, related researchers, archives, libraries, manuscripts, newspaper files and other sources of information to compile and interpret historical data. Organizes, authenticates and evaluates data, and presents findings and conclusions in written or other form. Acts as advisor or consultant, and performs research for individuals, institutions or commercial organizations. Lectures on topics in history.

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APT.										INT.			TEMP.			
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2319-118 LINGUIST (prof. & tech., n.e.c.)

Studies origin, structure and development of languages and applies linguistic theory to problems in teaching, translation and communications:  
Analyzes and describes ancient and modern languages and language families. Studies language characteristics such as phonology, morphology, semantics, syntax, dialectal variations, and first language acquisition. Reconstructs and deciphers ancient languages from archeological remains. Records previously unwritten languages in standardized written form. Prepares language teaching and translation materials, dictionaries, hand books and language learning aptitude and proficiency tests. Acts as adviser to government language programs. Investigates applications of computers in language studies and communications. Lectures on topics in linguistics.

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APT.										INT.			TEMP.			
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2319-122 POLITICAL SCIENTIST (prof. & tech., n.e.c.)

Conducts research into theory, origin, development, interrelationships and functioning of political institutions, movements and individual political behaviour:  
Conducts research into fields such as, political philosophy, theory and practice of political systems and institutions, public administration, political parties, development of public opinion, international relations and relations of government and business. Observes and analyzes contemporary political institutions and practices, and consults relevant literature to collect research information. Analyzes, synthesizes and interprets information, and presents results and conclusion to institutions and organizations. Plans and directs public-opinion surveys, and interprets results. Lectures on topics in political science.

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APT.										INT.			TEMP.			
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2319-126 HOME ECONOMIST (prof. & tech., n.e.c.)

Develops, interprets and applies principles of home economics through research, analysis and consumer education to advise consumers in areas of family health, nutrition and welfare, to improve home-use products, and to promote sales:  
Supervises or participates in preparation and cooking of foods, following controlled procedures, to test and develop recipes, food and dairy products, and new methods of food preparation. Tests textiles or clothing, using laboratory procedures, to determine such factors as wearability and utility. Tests home appliances such as ranges, washers, driers and blenders to determine utility to develop suggestions for product improvement. Arranges and participates in cooking schools, fashion shows and demonstrations to advise consumers on the use of food products, textiles, clothing, appliances, furniture and decorating materials. Advises individuals and groups on consumer economics, money management family budgeting and similar matters. Conducts surveys to discover and analyze market trends and consumer needs and preferences, and interprets these to manufacturers of home-use products. Engages in research in government, industry and educational institutions to develop new products for the home, discover facts on food and nutrition, and to test serviceability of new materials. Writes materials such as recipes, cookbooks, articles of interest to homemakers, and advertising copy. Prepares and arranges food and home-product displays for advertisements and television commercials. Conducts radio and television programs on cooking and homemaking, and performs public relations and sales-promotion work for manufacturers.

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APT.										INT.			TEMP.			
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2319-130 URBAN AND REGIONAL PLANNER (prof. & tech., n.e.c.)

Develops program plans for controlled utilization of land and physical facilities in urban and rural areas:  
Compiles, analyzes and reports data on economic, legal, political, cultural, sociological, psychological and physical factors affecting land use. Confers with local authorities, civic leaders, social scientists, lawyers and planning and development specialists to devise and recommend zoning arrangements. Prepares and presents narrative and graphic program plans to civic and industrial authorities. Makes recommendations regarding land use, public utilities, community facilities, housing and transportation to control and guide community development and renewal. Supervises and co-ordinates work of technologists and technicians.

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APT.										INT.				TEMP.				
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**2319-132 COMMUNITY RECREATION PLANNER** (prof. & tech., n.e.c.)

Plans and co-ordinates development of parks and facilities for community recreation:

Attends meetings, seminars and conferences to help develop recreational policies. Inspects existing recreational facilities, meets with community groups, and circulates questionnaires to determine recreational requirements of area. Studies plans of recreational facilities included in proposed housing developments, recommends changes, and approves plans. Evaluates requests from community groups for tennis courts, sports arenas, and other recreational facilities, and discusses proposed facilities with groups. Drafts preliminary concept plans, and submits them for approval by superiors and community groups. Consults with landscape architects, engineers and other experts in recreational facilities and related fields to obtain technical advice and assistance. Reviews cost estimates and plans, and assists in making final decisions on projects. Drafts working drawings, or directs drafting of drawings by other workers. Co-ordinates work schedules of contractors. Inspects work site to verify compliance with specifications, and recommends progress payments. Inspects proposed sites for parks and recreational facilities to formulate plans and to note specific problems. Prepares budget forecasts, and recommends future recreational facilities.

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APT.													INT.			TEMP.		
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**2319-134 HOME ECONOMICS TECHNOLOGIST** (prof. & tech., n.e.c.)

Carries out a variety of technological functions in support of a home economist, such as developing and testing new and improved consumer goods, improving home-making practices, and promoting consumption of household goods:

Advises homemakers on budgeting and other home management problems and instructs them in improved homemaking practices, through

special classes and demonstrations. Performs public relations and sales promotional work for manufacturers of food, appliances, and other home-use products. Advises homemakers in selection and use of household appliances, food, clothing and textiles, and interprets their needs to manufacturers. Participates in research to develop and test new and improved food products, equipment and materials for the home. See also definition for term title, 02-420 TECHNOLOGIST (prof. & tech., n.e.c.).

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APT.													INT.			TEMP.		
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																9	0 7 Y	

**2319-142 PLANNING TECHNICIAN** (prof. & tech., n.e.c.)

Performs technical functions in various aspects of community planning, primarily in support of research:

Prepares drawings, charts and other display materials for area under consideration. Researches various topics as directed by planner. Directs or conducts land use, public opinion and other surveys. Prepares reports on results of research and surveys for use by planners. Processes various planning applications. Assists in processing statistical data and maintenance of computerized records. Assists planner to draft official plans, zoning by-laws and amendments.

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APT.													INT.			TEMP.		
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																0	Y 9	

**2319-199 OTHER OCCUPATIONS IN SOCIAL SCIENCES**

This residual group includes occupations in social sciences and related occupations that cannot be classified elsewhere in Minor Group 231.

## 233 – OCCUPATIONS IN SOCIAL WORK AND RELATED FIELDS

This minor group includes occupations concerned with giving assistance to individuals and groups with problems, such as poverty, illness, family maladjustment, antisocial behaviour, and inadequate housing; organizing and supervising social, recreational and cultural activities in youth clubs, community centres, residential treatment facilities, and similar organizations; and conducting research for use in understanding social problems. These occupations are classified in the following unit groups:

- 2331** Social Workers
- 2333** Occupations in Welfare and Community Services
- 2339** Occupations in Social Work and Related Fields, n.e.c.

### 2331-SOCIAL WORKERS

This unit group includes occupations concerned with diagnosing and treating social problems and inadequacies and providing professional counselling to individuals or groups,

and recommending and applying solutions to social problems that affect individuals and communities.



**2331-110 SOCIAL-WORK SUPERVISOR** (social wel.)  
Supervises and co-ordinates activities of social workers, social service workers and field assignments of social work students:  
Plans, organizes and assigns caseloads and other duties, and co-ordinates activities of staff. Confers with staff, individually or in groups, to analyze case problems and improve their social work skills. Evaluates performance of staff members and recommends required action. Develops and implements policy in consultation with agency administration. Trains agency personnel and advanced social work students in methods and procedures of social work. Represents agency in community and serves on interorganizational committees. Performs duties of 2331-126 SOCIAL WORKER, CASE WORK (social wel.) in complex cases.

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**2331-114 COMMUNITY-ORGANIZATION WORKER** (social wel.)

Promotes social planning and development of community in consultation with agencies and community groups:  
Assesses strengths and weaknesses of existing resources related to health, welfare, recreation, housing, employment, training and other community services. Enlists co-operation of community organizations, social agencies and voluntary groups in improving existing services and in developing new services. Provides leadership and assistance in organizing and establishing programs to meet needs of community. Co-ordinates programs with activities of other agencies. Prepares reports. Assists in budget preparation and presentation, and policy formation. Directs and co-ordinates activities of staff and volunteers. Organizes seminars and conferences. Assists in implementation of pilot projects in community development and self-help. Trains social work students specializing in community practice. Specializes in a particular field of social work, such as mental and physical health, aging, juvenile delinquency, drug addiction, urban renewal, or in voluntary co-ordinating agencies such as community welfare or health council, or combined fund-raising and welfare-planning council.

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**2331-118 PAROLE OFFICER** (gov. serv.)

Engages in activities related to the conditional release of juvenile or adult offenders from penal or reform institutions:  
Interviews inmates to appraise their prospects for successful rehabilitation considering their conduct, industry, maturity and prospective community environment. Participates in developing rehabilitation plan. Submits information and recommendations to parole board for decision on whether parole will be granted. Interviews parolees regularly following release, and counsels them on matters such as education, employment and social relationships. Maintains liaison with government agencies and welfare organizations concerned with rehabilitation of offenders. Seeks assistance from parolee's family to help solve problems of rehabilitation, if required. Recommends return

to institution or secures other remedial action if parolee fails to make satisfactory adjustments.

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**2331-122 PROBATION OFFICER** (gov. serv.)

Engages in activities related to probation of juvenile or adult offenders:  
Interviews offender, relatives and others concerned to prepare pre-sentence report. Prepares comprehensive report of offender's social background for guidance of court. Interprets findings of investigation and suggests plan of social rehabilitation utilizing services of community agencies. Arranges for employment or clinical services, and works with probationer according to rehabilitation plan. Evaluates probationer's progress regularly. Signs warrant against probationer for violation of terms of probation. Refers juvenile offender to counselling service, foster home or other agency in lieu of trial. Recruits, trains and supervises foster parents for juvenile probationers.

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**2331-124 SOCIAL WORKER** (social wel.)

Counsels and assists individuals, families and groups to understand and resolve their social and behavioural problems:  
Interviews clients to determine nature, extent and causes of problems. Interviews family or acquaintances of client or requests completion of forms to obtain further information regarding clients. Assesses clients situation using information obtained in interviews and from completed forms. Determines type of assistance required and develops plan to assist clients to deal with their problems and meet their needs. Counsels clients on ways of dealing with problems. Assists clients to modify attitudes and patterns of behaviour and to develop skills necessary to deal with problems. Refers clients to community agencies and other organizations and arranges for provision of appropriate assistance. Follows progress of clients after immediate problems have been solved. Prepares records and reports. Discusses cases with professionals from other disciplines to share insights and methods of dealing with clients.

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### 2331-126 SOCIAL WORKER, CASE WORK (social wel.)

Counsels and assists individuals and families to understand and resolve their social and behavioural problems:

Interviews clients with problems; such as, personal, social and family adjustments, finances, employment, and physical and mental impairments, to determine nature, extent and causes of problems. Secures information, such as social, economic, environmental, medical and psychological factors, contributing to client's situation. Evaluates information obtained and assesses client's capacities. Determines type of assistance required, and counsels client regarding plans for meeting needs. Assists client through social work intervention to modify attitudes and patterns of behaviour and to develop skills necessary to deal with problems. Refers client to community agencies and other organizations and arranges for provision of financial aid, employment, vocational training, housing, medical treatment or other appropriate assistance. Follows progress of client after immediate problems have been overcome. Compiles case records and reports. Confers with professionals in other disciplines to collaborate on cases.

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### 2331-130 SOCIAL WORKER, GROUP (social wel.)

Helps individuals, through group activities, towards self-development and accomplishment of group goals:

Establishes group, taking account of personal and social compatibility of individuals, their capacities, interests and particular needs. Assists group to determine goals and evaluate group activities. Develops or assists group to develop programs and organizes and leads activities designed to achieve group goals such as, social reform, individual development, alleviation of emotional, mental or physical maladjustments, cultural enrichment, recreational enjoyment, or educational development. Counsels individual members and promotes interaction between members to help develop social skills and overcome problems. Collaborates with workers in medical, educational or legal fields. Refers group members to community resources or other organizations. Records progress of individuals and group.

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### 2331-134 COUNSELLOR, ADDICTION (social wel.)

Counsels individuals and groups to assist them in overcoming drug and alcohol addictions or dependencies:

Confers with referral source and client to secure information on social, economic, medical and other factors that may have contributed to client's addiction. Evaluates information obtained, and assesses causes and extent of addiction. Explains counselling program to client, and discusses causes and treatment of addiction. Counsels client in methods of understanding problems and their creation, and methods of overcoming addiction or dependency. Refers client to appropriate community agency or clinic for additional or alternative assistance.

Counsels family, friends and relatives to enlist their support throughout treatment of client. Organizes and controls direction of group discussion to establish and accomplish group goals. Contacts clients periodically to check on progress and to offer advice and encouragement. Submits progress reports to employers, courts or appropriate authorities, and decides when cure of addiction appears to be complete. Prepares case records, reports and papers on findings and theories.

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### 2331-199 OTHER SOCIAL WORKERS

This residual group includes social workers not presently classified in Unit Group 2331.

## 2333-OCCUPATIONS IN WELFARE AND COMMUNITY SERVICES

This unit group includes occupations concerned with providing social services to individuals, families and groups, and with providing assistance to professional social workers; organizing and supervising social, recreational and cultural activities in youth or family camps, community centres, playgrounds, and other settings; and caring for residents of half-way houses, group homes and residential treatment facilities. Occupations concerned with the administration of public welfare programs and disbursement of public funds for welfare purposes are classified in Unit Group 1119, OFFICIALS AND ADMINISTRATORS UNIQUE TO GOVERNMENT, N.E.C.

### 2333-110 RECREATION DIRECTOR (social wel.)

Plans, directs and administers comprehensive program of recreational activities and services for municipality, large community institution or private organization:

Studies and analyzes recreation needs and resources. Formulates program policy. Plans for implementation of physical, social, recreational and educational programs. Organizes and promotes programs, or directs sub-ordinate staff to organize and promote programs. Evaluates aims, scope, financial implications and results of programs. Interprets programs and program policy to general public and media. Solicits funds from provincial government, public and private agencies, clubs, organizations and other sources. Provides technical and professional advice to program staff, urban planners, developers and others concerned with recreation. Hires and dismisses staff. Supervises and co-ordinates work of subordinate staff. Advises on requirement and procurement of new equipment and materials. Consults and collaborates with representatives of other agencies or organizations serving the community. Develops community resources, programs and activities in co-operation with community organizations and groups. Engages in staff training. Assists with budget preparation or prepares budget.

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2333-113 PROGRAM DIRECTOR (social wel.)

Plans, organizes and directs recreational programs in community centres, public and private institutions, clubs and similar establishments: Studies and analyzes recreation needs and resources. Plans, organizes and directs sports, social, cultural, youth, special needs or other programs. Recruits community specialists as activity consultants and leaders in drama, arts and crafts, sports and other recreational activities. Provides information to media and community groups to publicize programs. Supervises and coordinates work of leaders. Trains volunteers and assigns them to various activities. Discusses problems, issues and program ideas with other program personnel. Prepares program evaluation reports. Assists with budget preparation, if required. Participates in programs as activity leader, if required.

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2333-114 CAMP DIRECTOR (amuse. & rec.; social wel.)

Directs and co-ordinates activities of children's,youth or family camp through camp counsellors and other staff: Plans or approves programs pertaining to outdoor recreational and educational activities. Appoints, trains and supervises camp counsellors and other staff. Develops and enforces regulations to protect health, safety and welfare of campers. Conducts camp business operations, including budgeting, purchasing of supplies, and other administrative duties. Plans and co-ordinates visitors' day activities, closing banquets and other special events. Counsels campers with special problems, if required.

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2333-115 CHILD-CARE WORKER (social wel.)

Cares for and counsels emotionally disturbed or mentally handicapped children and youths in residential treatment facility, in special school or social intervention program: Supervises daily activities and attends to needs of children and youths under care. Arranges and directs recreational activities. Counsels children and youths to help them deal with personal and behavioural problems. Enforces residential rules and takes measures to control unruly behaviour. Assesses and reports problems and progress of children and youths. Confers with other staff members and refers difficult cases to health care professionals or social workers. Helps to mediate between child and parents, if required. Provides individual guidance for youths in social intervention programs within community, or assists in supervision of special school classes for emotionally disturbed children, if required. Prepares meals, cleans, and performs related house-keeping duties, if required.

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2333-116 COMMUNITY-DEVELOPMENT WORKER (social wel.)

Assists individuals or groups in community to develop organizational structures and skills required to find solutions to local problems: Meets with individuals and groups in community to discuss and define community problems such as housing shortages, urban renewal, traffic patterns or inadequacies of recreational or educational facilities and programs. Investigates specific problems to discover pertinent facts and information. Suggests various means for community to deal with and resolve problems. Provides information on the organization and leadership of committees or other groups established to deal with problems. Provides information to committee regarding available community resources. Refers committee to government departments and other agencies for assistance. Prepares reports.

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2333-117 TEACHING HOMEMAKER (social wel.)

Teaches basic home-management skills during regular home visits or in group sessions to persons with financial or social problems: Assesses home-management skills of client to determine nature of instruction required. Helps client to prepare household budget, and advises on economical purchase of food, clothing and other necessities. Demonstrates planning and preparation of economical and nutritious meals. Teaches and encourages use of cleaning, laundering, sewing and other housekeeping skills. Discusses child care and suggests improvements if problems are apparent. Encourages client to adopt and maintain standards of personal hygiene. Informs client of community resources, agencies and programs available to provide help and recreation. Recommends visits to health professionals. Submits reports on progress of clients, and maintains records.

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2333-118 SOCIAL-SERVICES ASSISTANT (social wel.)

Provides services to individuals or family groups in support and under direction of professional social worker: Performs routine tasks associated with case work. Assists social worker in recording progress of clients. Answers clients' enquiries on routine matters. Drafts replies to correspondence, maintains case files, and answers telephone calls. Purchases clothing, transportation tickets and other items, or assists clients to make their own arrangements. Accompanies clients to homes, courts, clinics or other places.

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# 2333-119 HALF-WAY HOUSE SUPERVISOR (social wel.)

Provides temporary home for individuals during period of transition from institutional living to normal living conditions: Assists residents to cope with personal problems. Counsels residents regarding job possibilities. Assigns and performs housekeeping tasks, meal preparation activities and outdoor maintenance work. Establishes and enforces house rules such as curfews. Plans budget for food, house operation expenses and allowances for residents. Prepares personal records on house residents. Maintains contact with government organizations and other social service agencies.

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# 2333-122 RECREATION LEADER (social wel.)

Conducts and leads recreational and athletic activities for various age groups in recreational setting: Plans details of activity program. Assembles supplies and sports and games equipment. Arranges for films, guest speakers and instructors for social or current-events discussion groups or other recreational activity. Instructs and leads individuals in sports, arts and crafts, music, drama or other activity. Co-ordinates work of paid and voluntary instructors or leaders. Assists in neighbourhood surveys to determine recreation needs.

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# 2333-124 DETENTION-HOME WORKER (social wel.)

Cares for wards of detention home, and supervises their activities: Explains facilities offered in home and procedures to be followed, and familiarizes new children with staff and other children. Counsels and reassures children to aid in resolving personal and family problems. Plans, supervises and participates in physical and creative activities in home. Locks and unlocks doors, and escorts children to and from activities in home. Operates electronic lock-control system to control movements of children. Maintains discipline and encourages harmony among children. Directs children in performance of housekeeping duties. Monitors visits from parents. Telephones doctor or police to report emergencies or to request assistance. Releases children in custody of officials or parents. Prepares reports on daily activities and problems encountered with children. Prepares and serves meals, and performs other housekeeping duties, if required.

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# 2333-125 MENTAL-RETARDATION WORKER (medical; social wel.)

Instructs, counsels and cares for mentally retarded children and adults in residential institutions and sheltered workshops: Instructs residents in personal and social skills such as personal hygiene, habits and deportment. Supervises and participates in recreational, educational and vocational programs. Counsels individuals to provide advice, guidance and encouragement. Maintains order and enforces institutional rules. Records individuals' progress and confers with other workers to discuss individual's problems and program plans. Participates in cleaning, food preparation and other housekeeping duties, if required. Helps instruct residents in basic academic or vocational subjects, if required.

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# 2333-126 CAMP COUNSELLOR (social wel.)

Guides and instructs activities of children, youth and families at day camp or resident camp which provides programs of outdoor living and planned recreational activities: Encourages participation of campers in nature lore, group sports and other recreational activities. Guides and instructs campers in development of camping skills, group participation, personal cleanliness, and good health and safety habits. Lives with young campers in resident camp and oversees performance of daily cleaning and maintenances duties of living quarters and camp grounds. Assists instructional staff in teaching or supervising craftwork and outdoor sports. Leads group songs and discussions, and supervises hikes and overnight canoe trips. Counsels children suffering from homesickness or experiencing difficulty relating to other campers or having other problems.

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# 2333-130 COUPLE, GROUP HOME (social wel.)

Assumes child-caring and home management duties and responsibilities for children in social agency group home: Performs housekeeping duties, or assigns duties to housekeeper and directs housekeeper's work. Shops for groceries and childrens' clothing and personal items. Plans and participates in swimming, hiking, shopping and other group outings. Supplies crafts, music and reading materials to stimulate and foster creative abilities and interests of children. Counsels or disciplines children when problems arise. Telephones supervisor to report emergencies or major problems. Prepares financial reports, and submits them to supervisor. Submits written and verbal reports on childrens' progress and problems to supervisor or social worker. Maintains close contact with schools, social workers, parole officers and employer. Attends staff meetings, seminars and assessment conferences.

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2333-134 VISITING HOMEMAKER (social wel.)

Cares for householders and their dependents during periods of incapacitation, convalescence or family disruption:  
Plans and prepares meals. Purchases groceries and other home supplies. Cleans client's dwelling, washes laundry and performs other housekeeping tasks. Cares for and supervises client's dependent children. Gives bed baths, administers prescribed medication and provides personal care for elderly or chronically ill home-care patients, according to instructions of medical or health personnel. Reports accidents and unusual occurrences or changes in client's home to supervisor.

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2333-199 OTHER OCCUPATIONS IN WELFARE AND COMMUNITY SERVICES

This residual group includes occupations in welfare and community services not presently classified in Unit Group 2333.

2339-OCCUPATIONS IN SOCIAL WORK AND RELATED FIELDS, N.E.C.

This unit group includes occupations, not elsewhere classified, concerned with activities in social work and related fields; such as, conducting research for use in understanding social problems, and planning and arranging student activities.

2339-110 RESEARCH OFFICER, SOCIAL WELFARE (social wel.)

Plans, organizes and conducts research for use in understanding social problems, implementing social welfare programs, and evaluating social services and programs:

Plans and develops research programs. Formulates and tests methods of data collection. Compiles information through observation, interviews, and perusal of documents. Analyzes and evaluates data, using electronic data-processing equipment if required. Writes descriptive, analytical and evaluative reports. Interprets and reports research findings to individuals and groups. Supervises work of statistical clerks, research assistants, and other workers. Collaborates with workers in other professions.

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2339-114 STUDENT-ACTIVITIES ADVISER (educ.)

Plans and arranges social, cultural and recreational activities in conjunction with student groups:  
Meets with students and faculty groups to plan activities. Evaluates programs and suggests modifications. Schedules events to prevent overlapping, and co-ordinates activities with sport and other institutional programs. Contracts caterers, entertainers, decorators and others to arrange for scheduled events. Participates in orientation program for new students. Advises student groups on their financial status and on methods of improving their organizations. Promotes student participation in social, cultural and recreational activities. Prepares and publishes calendar of student affairs. Advises students, individually or in groups, on selection of social activities and use of leisure time.

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2339-199 OTHER OCCUPATIONS IN SOCIAL WORK AND RELATED FIELDS

This residual group includes occupations in social work and related fields that cannot be classified elsewhere in Minor Group 233.

234 – OCCUPATIONS IN LAW AND JURISPRUDENCE

This minor group includes occupations concerned with the application of principles related to common law and statute and civil law in the administration of justice. Activities include: presiding over judicial proceedings, conducting litigation, drawing up legal documents, giving legal advice and performing other legal or paralegal functions. These occupations are classified in the following unit groups:

- 2341 Judges and Magistrates
- 2343 Lawyers and Notaries
- 2349 Occupations in Law and Jurisprudence, n.e.c.

2341-JUDGES AND MAGISTRATES

This unit group includes occupations concerned with presiding over judicial proceedings and pronouncing judgements in

courts of law. Activities include: ruling on the conduct of cases in court; weighing and admitting or rejecting the evidence pre-



sented; determining the rights and obligations of parties involved; instructing juries on points of law; and pronouncing judgements.

#### 2341-110 JUDGE (gov. serv.)

Adjudicates civil and criminal cases and administers justice in courts of law:

Interprets and enforces rules of procedure. Reads or listens to allegations and evidence presented by attorneys for plaintiff and defendant or Crown and accused in civil and criminal cases. Weighs and considers evidence and decides legal guilt or innocence or degree of liability of accused or defendant in cases tried without jury. Instructs jury on laws applicable to case tried by jury. Passes sentence, in accordance with law, on persons convicted in criminal cases, and determines damages or settlement in civil cases. Records reasons for judgements. Signs and issues writs, warrants, summonses, judgements and orders of committal.

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### 2343-LAWYERS AND NOTARIES

This unit group includes occupations concerned with pleading cases or conducting prosecutions in courts of law and drawing up and certifying legal documents. Activities include: examining circumstances and studying codes, statutes, previous decisions and established regulations to determine applicable law; and advising clients of their legal rights and obligations in such matters as the purchase and sale of land, the disposition of other property by will or otherwise, family relations, labour relations, and business arrangements, including corporate structures and financing.

#### 2343-110 LAWYER (prof. & tech., n.e.c.)

Advises clients on legal matters and protects clients' legal interests in commercial and personal transactions and before courts of law, tribunals and boards:

Advises clients on all matters related to law. Draws up wills, contracts, charters of incorporation, corporation by-laws and other legal documents. Conducts or directs others to conduct title searches and provides other services related to real estate transactions. Interviews witnesses, conducts discovery proceedings, reviews transcripts of evidence, and researches relevant statutes and jurisprudence to initiate legal action or prepare criminal or civil cases for litigation. Negotiates settlements of civil disputes. Pleads client's case before courts of justice and before judicial and quasi-judicial tribunals, administrative boards and government agencies. Conducts prosecution and defence proceedings on behalf of municipal, provincial, or federal governments. Acts as executor, trustee or guardian in estate and family law matters.

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#### 2343-114 NOTARY, QUEBEC (prof. & tech., n.e.c.)

Draws up deeds and contracts in a manner providing character of authenticity, and represents clients in non-contentious proceedings:

Draws up contracts, mortgages, deeds, wills and other legal documents. Attests to, certifies, and acknowledges the validity of signatures and dates on documents. Retains originals of all documents prepared or deposited by clients, in an approved manner until termination of duties as notary. Issues authenticated copies or extracts of original documents. Negotiates mortgage loans on behalf of individuals and companies. Advises clients on matters of law related to notarial field of authority. Represents clients in non-contentious proceedings, such as, appointment of tutor or curator (guardian); settlement of estates; satisfying of liabilities such as taxes and debts; and searching and clearing of property titles. See also definition for term title, 02-280 NOTARY PUBLIC (prof. & tech., n.e.c.).

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#### 2343-118 NOTARY PUBLIC, BRITISH COLUMBIA (bus. serv.)

Draws up legal documents and attests to and certifies their validity: Draws up contracts, mortgages, deeds, wills and other legal documents. Attests to, certifies and acknowledges validity of signatures on documents. Takes affidavits and depositions for use before courts and administers oaths. Arranges probates and administers estates of deceased persons. Records official data such as dates for expression of intention and of registration of patents. See also definition for term title, 02-280 NOTARY PUBLIC (prof. & tech., n.e.c.).

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#### 2343-199 OTHER LAWYERS AND NOTARIES

This residual group includes lawyers and notaries not presently classified in Unit Group 2343.

### 2349-OCCUPATIONS IN LAW AND JURISPRUDENCE, N.E.C.

This unit group includes occupations, not elsewhere classified, concerned with the application of legal principles to provide assistance to members of legal professions and to act as officers of courts of law. Activities include: representing clients seeking patent application or trade mark registration, performing routine legal and administrative duties under supervision of lawyer, searching public records for prior patents or



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land titles, obtaining documents required to clear land titles, performing procedural and clerical duties in courts of law, serving legal summonses and court documents and conducting prosecutions for traffic violations and other minor offences. Court reporters and legal secretaries are classified in Unit Group 4111, SECRETARIES AND STENOGRAPHERS.

## Para-Legal Occupations 2349-110 through 2349-126

### 2349-110 PATENT AGENT (prof. & tech., n.e.c.)

Represents inventors before Canadian Patent Office in obtaining grants of patents, and advises inventors on aspects of patent law: Studies, analyzes and discusses invention with inventor to determine originality and utility of invention. Searches, or directs other workers to search files of Canadian Patent Office to determine if invention infringes prior patents. Advises inventor on patentability of invention and on aspects of patent law. Prepares patent applications that include technical descriptions of invention and of claims which define scope of monopoly to be covered by patent. Represents inventor before Canadian Patent Office and prepares modified patent applications, or submits written arguments advocating grant of patents to counter official objections. Processes applications for foreign patents through offices of foreign associates, if required.

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APT.													INT.			TEMP.		
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2	2	3	4	4	4	4	4	4	5	5			7	1		9	0	1

### 2349-114 LAW CLERK (prof. & tech., n.e.c.)

Performs routine legal and administrative duties under supervision of a lawyer in law offices, commercial and financial institutions, and government:

Discusses details of legal matter under consideration with client or supervisor. Searches for and studies pertinent records, documents and information. Locates and interviews witnesses. Interprets and applies legislation and regulations to matter under consideration. Drafts briefs, pleadings, contracts, mortgages and other documents. Advises and represents clients in matters not requiring a lawyer. Maintains records and files. Supervises and trains subordinate staff.

GED: 5 SVP: 7 PA: S 5 6 EC: I DPT: 2 1 8

APT.													INT.			TEMP.		
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### 2349-115 TRADE MARK AGENT (bus. serv.)

Advises clients and represents their interests in applications for trade mark registration:

Searches indexes, journals, directories and other sources of information to determine if client's proposed trade mark is registrable. Advises client on trade mark law and regulations. Prepares applications for registration of trade marks. Writes and submits arguments to counter

objections to trade mark applications, and writes statements in opposition to or in defence of recently registered trade marks. Prepares documentation related to transfers or assignments of trade marks, to changes of agent, and to other related matters.

GED: 5 SVP: 7 PA: S 5 6 EC: I DPT: 3 6 8

APT.													INT.			TEMP.		
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### 2349-117 PATENT SEARCHER (prof. & tech., n.e.c.)

Searches Canadian Patent Office files on behalf of inventors and patent agents to determine patentability of inventions or to discover patent infringements:

Studies invention or process to be patented or to be investigated for possible infringements of prior patents. Locates related patents in files of Canadian Patent Office. Examines and obtains copies of patents or other information related to needs of patent agent or inventor. Reports search findings and submits copies of patents to inventor or patent agent.

GED: 5 SVP: 6 PA: S 5 6 EC: I DPT: 3 6 8

APT.													INT.			TEMP.		
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### 2349-118 CONTRACT CLERK (bus. serv.)

Assists legal representatives in preparation of written business contracts:

Reviews agreement for conformity to company rates, rules and regulations. Writes up agreement in contract form and obtains necessary legal department approval. Files and maintains legal documents and property records. Initiates changes in standard contract forms as directed.

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APT.													INT.			TEMP.		
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### 2349-122 LAND-TITLES CLERK (clerical)

Reviews and processes leases and procures documents to satisfy administrative and legal requirements for purchase or lease of land and oil, gas and mineral rights:

Examines lease, contract and purchase agreements to ensure conformity to specified requirements. Compares lease with title abstract to ensure completeness of title coverage and to detect defects in title. Determines nature of testimonial documents needed to cure defects in title. Confers with landowners and others to obtain copies of wills, transfers and other documents needed to complete title coverage. Prepares and processes deeds, transfers, assignments, surrenders and other documents to meet title requirements. Files and registers caveats, leases and other documents in appropriate land titles or registry office. Prepares correspondence and records of transactions. Computes fees, rentals and brokerage fees and initiates requests for payment. Compiles

legal and technical information to answer queries regarding land matters.

GED: 5 SVP: 6 PA: S 5 6 EC: I DPT: 2 6 8

APT.												INT.		TEMP.	
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**2349-126 TITLE EXAMINER** (bus. serv.; insur. & real estate)

Searches public records and compiles abstract of documents pertaining to property title:

Examines copies of mortgages, liens, judgements, vital statistics and plot and acreage drawings, or other records to determine legal restrictions and to verify legal description of property. Copies or summarizes (abstracts) mortgages, trust deeds, contracts and other documents which affect condition of title to property. Analyzes restrictions and prepares report outlining action required to clear title. Delivers title abstracts and reports to lawyer or client.

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APT.												INT.		TEMP.	
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**Officers of the Court**  
**2349-131 through 2349-199**

**2349-131 LAY PROSECUTOR** (gov. serv.)

Conducts prosecutions for provincial or municipal governments involving traffic violations and other minor offences:

Reads police reports and questions witnesses and lawyers to determine facts of case. Reviews evidence to determine whether case should be brought to trial. Sets trial dates and initiates proceedings to compel attendance of witnesses and accused in court. Presents case for the Crown and questions witnesses and accused before judge or magistrate.

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APT.												INT.		TEMP.	
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**2349-132 SHERIFF** (gov. serv.)

Organizes and directs service and execution of court orders, selection of jurors and workings of sheriff's office for a designated judicial district:

Supervises or participates in service and execution of writs, summonses or other court orders. Supervises or participates in seizure and sale of property as directed by court orders. Assigns and supervises or performs clerical duties such as bookkeeping, preparing reports and keeping records. Assesses, collects and records fees for services rendered. Prepares jury lists and summons qualified jurors. Escorts prisoners to and from courtroom or from one prison to another, and ensures safety and security of prisoners. Reads charges, marks exhibits, administers

oaths, attends to judge and jury, and performs other related duties in court, if required.

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APT.												INT.		TEMP.	
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**2349-134 COURT CLERK** (gov. serv.)

Performs clerical and procedural duties related to operation of courts of law:

Prepares docket of cases to be called. Receives, reviews and files pleadings, petitions and other documents relevant to court actions. Meets with judge, lawyers, litigants and witnesses, and searches files to answer inquiries and to obtain information for court. Opens court and announces entrance of judge. Swears in and seats jury members and witnesses. Conducts roll calls and polls of jurors. Reads charges and information to court. Numbers, lists and acts as custodian of court exhibits. Records minutes of hearings and types lists of cases heard and their disposition. Assesses court fees and keeps accounts of fees, fines and other payments received. Supervises other staff members in performance of clerical duties of court, if required. Issues writs of summonses and other court orders, if required. Arranges transportation and accommodation for jurors, if required.

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APT.												INT.		TEMP.	
G	V	N	S	P	Q	K	F	M	E	C					
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**2349-136 BAILIFF** (bus. serv.; gov. serv.)

Serves legal orders and documents, and seizes or repossesses property as an officer of court or in private service as an agent for creditors:

Delivers summonses, subpoenas and other legal orders and documents. Locates, seizes and removes property under order of court or with consent of debtor. Evicts residential or commercial tenants. Collects commercial rents or overdue municipal taxes when working in private service. Reports service of documents and seizures or attempted seizures, and maintains records and accounts. Performs court duties, such as calling witnesses and attending to needs of jury in some jurisdictions. Arranges auctions of seized goods, if required.

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APT.												INT.		TEMP.	
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**2349-138 SHERIFF, DEPUTY** (gov. serv.)

Serves legal processes and provides other services for courts:

Serves summonses and subpoenas and enforces court orders, such as evictions and seizures of property. Escorts prisoners to and from courtroom or from one prison to another and ensures safety and security of prisoners. Opens court, maintains order and performs related duties in court, if required. Maintains records of court processes served, and accounts of money received and disbursed. Supervises and assigns duties to clerical and other staff in sheriff's office, if required. Assumes charge

MAJOR GROUP 23

of sheriff's office and performs sheriff's court duties in absence of 2349-132 SHERIFF (gov. serv.).

GED: 3 SVP: 4 PA: M 5 6 EC: B 6 DPT: 5 6 8

APT.											INT.	TEMP.
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											6 2	5 0

2349-199 OTHER OCCUPATIONS IN LAW AND JURISPRUDENCE

This residual group includes occupations concerned with law and jurisprudence that cannot be classified elsewhere in Minor Group 234.

235 – OCCUPATIONS IN LIBRARY, MUSEUM AND ARCHIVAL SCIENCES

This minor group includes occupations concerned with library, museum and archival sciences, including public and private libraries and archives, and the maintenance of museums, art galleries, and related exhibits. These occupations are classified in the following unit groups:

- 2350 Supervisors: Occupations in Library, Museum and Archival Sciences
- 2351 Librarians, Archivists and Conservators
- 2353 Technicians in Library, Museum and Archival Sciences
- 2359 Occupations in Library, Museum and Archival Sciences, n.e.c.

2350-SUPERVISORS: OCCUPATIONS IN LIBRARY, MUSEUM AND ARCHIVAL SCIENCES

This unit group includes occupations concerned with supervising and co-ordinating activities of workers engaged in library, museum and archival sciences as well as superintending, preparing and organizing art galleries and similar establishments. Curators are classified in this unit group. Chief librarians, and directors of museums and art galleries are classified in Unit Group 1132, MANAGEMENT OCCUPATIONS, SOCIAL SCIENCES AND RELATED FIELDS.

2350-110 CURATOR (educ.)

Co-ordinates and administers activities of museum or gallery staff engaged in research, educational and cultural programs: Recommends acquisition of artifacts, paintings, books, documents or other items to develop museum or gallery collections and improve educational or research facilities. Conducts research on items acquired for collections and supervises documentation and cataloguing of acquisitions. Ensures that acceptable storage conditions are maintained for collections. Decides on general themes of displays and exhibition programs. Co-ordinates selection of material, design and installation of displays and exhibitions. Prepares catalogues, articles and promotional publications related to exhibitions and museum collections. Conducts research in area of specialization and organizes expeditions or field parties engaged in research or discovery. Exchanges scientific, educational or cultural information with scientists, institutions and other organizations.

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APT.											INT.				TEMP.			
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2350-114 CHIEF-DISPLAY OFFICER, MUSEUM (educ.)

Supervises and co-ordinates activities of exhibit designers, preparators and other workers preparing and arranging exhibits in museums: Develops plans and reviews proposals for permanent and temporary exhibits. Establishes themes and sets job priorities. Co-ordinates and supervises activities of exhibit designers, preparators and other workers responsible for preparing and arranging exhibits. Co-ordinates operations of exhibit and project divisions with operations of commercial firms awarded contracts to install permanent or temporary exhibits. Consults with senior scientific and other departmental officers and advises on exhibit methods. Prepares exhibit cost estimates and exercises budgetary control over exhibit funds.

GED: 5 SVP: 8 PA: L EC: I DPT: 1 1 8

APT.											INT.			TEMP.														
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											6 5 2			4 5 0 9														

2350-118 SUPERVISING LIBRARIAN, TECHNICAL SERVICES (educ.)

Supervises and co-ordinates activities of staff engaged in selecting, acquiring, cataloguing and disposing of library materials, (Unit Group 2351): Performs duties as described under master title, 01-250 SUPERVISOR; FOREMAN/WOMAN (any ind.). Approves publication orders.



Initiates action to ensure prompt acquisition of items through purchase, gift or exchange. Develops or adapts cataloguing procedures to suit the collection and users' needs, and ensures a consistent cataloguing system throughout the library. Applies library policies to implement disposal or storage of unused or unwanted materials.

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APT.													INT.		TEMP.			
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## 2351-LIBRARIANS, ARCHIVISTS AND CONSERVATORS

This unit group includes occupations concerned with organizing; developing and maintaining systematic collections of books and other recorded materials and making them available to users; collecting and preserving permanent records and historically valuable documents; and planning and participating in conservation and restoration of antiquities and works of art.

### Librarians

2351-110 through 2351-126

#### 2350-120 REGISTRAR, MUSEUM (educ.)

Supervises and participates in compilation of records and classification of articles in museum or gallery collections:

Numbers and records items acquired for collections. Classifies and catalogues items and records their condition and provenance. Prepares inventory files and conducts periodic inventories of collections. Supervises activities of subordinates engaged in numbering, cataloguing and preparing files. Conducts research in co-operation with appropriate curator to fully document objects. Records gifts, loans and bequests and makes appropriate contractual arrangements. Plans and supervises handling and storage of items. Supervises maintenance of museum storage areas. Arranges for insurance, shipping, customs handling, and packing for loaned exhibits and prepares condition reports for loaned items.

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APT.													INT.		TEMP.			
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#### 2350-122 CHIEF PREPARATOR (educ.)

Supervises and co-ordinates activities of workers engaged in the preparation and installation of showcases, lighting equipment and other special items for museum exhibits:

Performs duties as described under master title, 01-250 SUPERVISOR; FOREMAN/WOMAN (any ind.). Supervises and instructs subordinate workers in construction and installation of exhibit furnishings and lighting, matting and framing of prints, fabrication of models, reception and shipping of objects and in other duties related to preparation of museum exhibits. Assists in selection of materials to be used in fabrication of exhibits.

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APT.													INT.		TEMP.				
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#### 2350-199 OTHER SUPERVISORS: OCCUPATIONS IN LIBRARY, MUSEUM AND ARCHIVAL SCIENCES

This residual group includes library, museum and archival science supervisors not presently classified in Unit Group 2350.

#### 2351-110 REFERENCE LIBRARIAN (educ.)

Develops and maintains reference section of library, and provides information or refers clientele to appropriate sources:

Searches information sources, compiles bibliographies and reading lists; prepares abstracts, and indexes materials to develop and augment reference collection. Arranges or supervises arrangement of reference materials. Answers clients' questions. Refers clientele to relevant source material to assist them with research. Performs duties of 2351-114 LIBRARIAN (educ.), if required.

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APT.													INT.		TEMP.			
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#### 2351-114 LIBRARIAN (educ.)

Develops, organizes, maintains and promotes use of a collection of library materials and provides related advisory services for clientele:

Recommends acquisition of books, periodicals, audio-visual (records, tapes and films) and other library materials for inclusion in library collection. Classifies and catalogues library material according to title, author and subject matter. Prepares bibliographies, indexes, reading lists and other finding aids. Explains use of microfilm reader, indexes and reading guides in locating specific information. Informs individuals or groups about available library services. Directs assembling and arranging of book displays. Supervises clerical personnel engaged in activities such as issuing and receiving library material and shelving books.

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APT.													INT.		TEMP.				
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#### 2351-118 SPECIAL LIBRARIAN (educ.)

Develops, organizes, maintains and promotes use of a collection of library materials in special field of knowledge:

Evaluates and selects books, periodicals, technical reports and other materials of special interest to company, institution, organization or interest group. Classifies and catalogues or indexes materials in manner suitable to subject and clientele. Collects information or materials

MAJOR GROUP 23

on specific topics to provide reference service. Checks library materials to ensure that they are in good condition and up-to-date. Collects and displays old or unusual materials relating to library collection. Performs duties of 2351-114 LIBRARIAN (educ.), if required.

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APT.										INT.	TEMP.
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2351-120 BOOKMOBILE LIBRARIAN (educ.)

Organizes and maintains library services in bookmobile; Explains use of bookmobile services to school children and community groups and organizations. Issues and receives library books and other materials, and sorts and stacks books. Prepares and presents story programs to children in classrooms, bookmobile or community centre. Arranges with main library and community facilities for presentation of films, puppet shows, and other special programs. Orders books, periodicals and other materials from main library. Prepares announcements of special activities, and arranges for circulation of announcements. Prepares operational reports. Drives bookmobile or other vehicle, if required. Performs duties similar to those of 2351-114 LIBRARIAN (educ.).

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2351-121 COMPUTER-SEARCH LIBRARIAN (educ.)

Develops and directs computerized search of bibliographic data base to provide information for clientele; Discusses research topic with clientele to determine nature and scope of information required. Selects data base (computerized collection of information) most suitable to needs of clientele. Selects terms and concepts from special dictionaries and thesauri for use in computer search. Arranges terms and concepts in logical format to provide complete and accurate scan of data base. Operates computer terminal to transmit search request directly to computer, or gives information to key-punch operator for processing. Modifies search request or selects new data base if information received from computer is inappropriate to needs of clientele. Refers clientele to relevant source material.

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APT.										INT.	TEMP.
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2351-122 BIBLIOGRAPHER (educ.)

Analyzes and indexes published or unpublished materials, and arranges citations or references on designated subjects for use by library clientele; Searches library catalogues, subject and periodical indexes, and other reference sources to become familiar with subjects and to select relevant titles. Lists and describes selected titles in standardized form, with or without annotation. Arranges citations or references according

to subject, author, date or other criteria suited to type of material and purpose of bibliography. Supplies information about literature available on specific subjects to clientele.

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APT.										INT.	TEMP.
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2351-126 CATALOGUER (educ.)

Classifies, catalogues and assigns subject headings to publications and other materials to ensure accessibility of materials in library collection; Determines correct catalogue headings for library materials according to standard cataloguing rules, and refers to authoritative bibliographic sources to verify determination. Reviews library materials to determine subject content. Selects and assigns classification code numbers and subject headings according to Dewey Decimal, Library of Congress or other accepted classification schemes, and from subject heading lists or thesauri. Determines and records bibliographic detail necessary to identify and describe each publication according to standard rules for bibliographic description. Revises and updates bibliographic information in various catalogues. Performs duties of 2351-114 LIBRARIAN (educ.), if required.

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Archivists  
2351-146

2351-146 ARCHIVIST (educ.)

Appraises, acquires, arranges and directs safekeeping of permanent records and historically valuable documents; Appraises historical value of government and private records, manuscripts, photographs, maps, tape recordings and other documents. Searches for valuable records and documents, and purchases or secures their donation in either original or copied form. Arranges or directs arrangement of records and documents in order best suited to their nature and probable use. Prepares accession lists, indexes and other finding aids. Selects records and documents for publication and display. Directs researchers to appropriate records and documents. Conducts historical research to obtain complete information for the proper identification, authentication and establishment of historical significance and interrelationship of records and documents. Directs or takes part in processes to preserve or restore records and documents. Disposes of records and documents no longer of value. Prepares speeches, lectures, articles and reports.

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APT.										INT.	TEMP.
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Conservators  
2351-166 through 2351-199

2351-166 CONSERVATOR (educ.)

Plans, co-ordinates and participates in conservation program to conserve and restore antiquities and works of art, and supervises activities of subordinate workers:

Recommends analytical tests and performs technical examinations to determine conservation and restoration treatments. Conserves and restores antiquities and works of art using scientific knowledge, aesthetic sensibility, technical procedures and manual and artistic skills. Directs and supervises activities of technicians assisting in conservation and restoration of antiquities and works of art. Advises curators regarding identification, authenticity and condition of antiquities and works of art under historical or archaeological study or being considered for acquisition. Advises curators concerning environmental needs, suitability for loan or travel, physical condition and security of collections. Directs curatorial, technical and other museum staff in handling, mounting, care and storage of antiquities and works of art. Trains technicians and junior conservator staff members. Researches and evaluates new conservation and restoration techniques. Prepares progress, technical and other reports on operations of conservation laboratories. Writes articles for publication and presents papers regarding conservation and restoration techniques and other matters.

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APT.													INT.			TEMP.		
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2351-199 OTHER LIBRARIANS, ARCHIVISTS AND CONSERVATORS

This residual group includes librarians, archivists and conservators not presently classified in Unit Group 2351.

2353-TECHNICIANS IN LIBRARY, MUSEUM AND ARCHIVAL SCIENCES

This unit group includes occupations concerned with performing specialized tasks usually in direct support of librarians, curators, conservators, and archivists. Activities include: assisting in conservation and restoration of art; compiling information on museum collections; assisting in development and maintenance of collections of library materials; preparing museum and gallery exhibits; and preparing and mounting skins of animals.

2353-118 TAXIDERMIST (educ.; misc. serv.)

Prepares and mounts skins of birds or animals in lifelike form for scientific or display purposes:

Removes skin from carcass with knives, scissors and other tools. Cleans skin and applies preservative solution using scrapers, brushes and other implements. Constructs realistic body frame from wire and papier mache or models animal in clay and covers model with fiberglass or casts model in plaster and injects resulting mould with plastic

foam. Mounts skin on constructed frame or on commercially obtained frame, using adhesives. Affixes representations of teeth, eyes, claws and brushes fur or feathers to enhance lifelike appearance. Prepares exhibits with mounted animal and representations of natural surroundings, if required. Casts plaster death masks of animals to assist in reconstruction of features, if required. Preserves specimens using other techniques, such as freeze drying soft bodied animals in special vacuum chamber, if required. Participates in field trips to collect specimens, if required.

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APT.													INT.			TEMP.		
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2353-126 EQUIPMENT RESTORER (educ.)

Cleans, restores and repairs machines and equipment exhibited in museums of science and technology under supervision of conservator or curator:

Assembles parts for machinery, implements, railway-rolling stock, motor cars, aircraft, war relics and other items, using hand and power tools. Designs and fabricates items to replace missing or broken parts. Removes old paint, rust and blemishes, and refinishes to restore to original state. Prepares sketches and takes photographs to ensure proper re-assembly of equipment. Repairs and restores technical instruments and communication equipment. Records work done on each machine or artifact. Assists in installation and arrangement of exhibits. Assists in research to determine authenticity of machine, specimen or artifact, if required.

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APT.													INT.			TEMP.		
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3	3	4	2	2	4	3	2	3	4	3			1	9	0		0	9

2353-127 PREPARATOR (educ.)

Constructs, arranges and prepares museum or art gallery exhibits: Designs exhibit furnishings, display cases and display areas, and constructs them using tradesmen's skills, or supervises workers engaged in the design and construction activities. Sets up lighting and appropriate display equipment. Mounts and prepares objects for display. Mats and frames prints and drawings. Constructs scale models, makes castings or moulds of artifacts for display purposes, and cleans displays, if required. Receives, ships, packs and unpacks objects and exhibits or supervises other workers in performance of these duties. Constructs protective containers for travelling exhibits using hand and power tools.

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APT.													INT.			TEMP.		
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MAJOR GROUP 23

2353-128 CONSERVATION AND RESTORATION  
TECHNICIAN (educ.)

Performs technical tasks under conservator's supervision to assist in conservation and restoration of specimens and artifacts:  
Cleans dirt, paint, varnish and other substances from specimens and artifacts using various tools, cleaning agents and chemicals and technical procedures. Employs water or chemical baths to remove concretions and to stabilize specimens or artifacts. Performs minor repairs to specimens and artifacts, using adhesives and other materials. Immerses, coats or impregnates specimens or artifacts to preserve or consolidate them. Records treatment of each specimen or artifact. Packs and stores specimens and artifacts after treatment. Prepares condition reports. Assists in construction of duplicate specimens or artifacts. Monitors humidity and temperature recordings and reports problems to supervisor. Prepares stock chemical solutions for use in conserving and restoring specimens and artifacts.

GED: 4 SVP: 6 PA: L 3 4 7 EC: I 6 DPT: 3 8 1

APT.											INT.		TEMP.	
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2353-130 CATALOGUER, MUSEUM (educ.)

Compiles information on items in museum or gallery collection:  
Prepares worksheets containing identification information, provenance, and condition of antiquities or works of art. Numbers items using standardized accession procedures. Types catalogue cards for each item. Photographs or arranges for photographing of items. Files catalogue cards and photographs. Assists other workers in handling, storage and preparation of items for shipping. Assists in research into origin and nature of artifacts and their conservation, if required.

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APT.													INT.			TEMP.		
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2353-134 LIBRARY TECHNICIAN (educ.)

Assists in developing, organizing and maintaining a collection of library materials and assists library clientele in use of materials:  
Searches bibliographic data, publishers' catalogues and other sources for information necessary to prepare acquisition lists. Orders and verifies receipt of library materials. Records title, author and other data from newly acquired materials on catalogue cards. Updates and revises catalogue data and maintains other library files. Assists clientele in locating suitable reference material in files and shelf collection. Describes or demonstrates procedures to clientele for searching files and shelf collections to obtain reading material, and explains use of audio-visual equipment and microform readers. Assembles and arranges displays of books and other library materials for publicity purposes. Arranges interlibrary loans. Supervises clerical staff and operation of circulation or other library department, if required. See also definition for term title, 02-040 ASSISTANT (any ind.).

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APT.													INT.			TEMP.		
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2353-199 OTHER TECHNICIANS IN LIBRARY, MUSEUM  
AND ARCHIVAL SCIENCES

This residual group includes technicians in library, museum and archival sciences not presently classified in Unit Group 2353.

2359-OCCUPATIONS IN LIBRARY, MUSEUM  
AND ARCHIVAL SCIENCES, N.E.C.

This unit group includes occupations, not elsewhere classified, concerned with designing exhibits for museums, co-ordinating extension services for museums, developing and conducting museum educational programs, and searching for data requested by encyclopedia owners.

2359-110 EXHIBIT DESIGNER, MUSEUM (educ.)

Designs museum exhibits and co-ordinates activities of workers engaged in constructing, arranging and preparing exhibits:  
Confers with curators, and other staff members regarding proposed exhibits. Designs exhibits and develops or supervises development of working drawings and models. Prepares or receives preliminary cost estimates and assists at briefings of mechanical, electrical or other contractors bidding on exhibit contracts, and in selecting contractors. Co-ordinates and supervises activities of museum workers preparing exhibits and monitors progress of exhibit contracts. Ensures deadlines are met and quality of workmanship and materials are as specified. Reviews completed exhibits for conformity to design objectives. Prepares articles on various aspects of exhibit design for publication.

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2359-114 CHIEF CONSERVATOR, ART GALLERY (educ.)

Plans, organizes and supervises inspection and conservation of paintings and art objects in an art gallery:  
Conducts detailed examination of valuable paintings, prints, drawings and sculpture to determine their condition. Recommends scientific tests and analyzes to determine condition and causes of deterioration of art works. Supervises conservators and technicians in the implementation of restoration procedures to correct deterioration or accidental damage. Plans new equipment, instruments and procedures to be used in restoration and conservation. Conducts precise examination of works of art to confirm their identification and authenticity, if requested, prior to purchase by gallery authorities. Provides technical advice on packaging and transporting of art objects. Advises other institutions and agencies with respect to conservation procedures. Organizes systematic inspection of art collections and prepares written reports. Lectures on topics related to restoration and conservation of art, if required.

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2359-115 EXTENSION OFFICER, MUSEUM (educ.)

Co-ordinates and oversees production and scheduling of travelling exhibitions originating in museum or gallery; Develops requirements and objectives for travelling exhibits in association with curator and designer. Develops themes and related interpretive material for travelling exhibits. Plans and co-ordinates production of exhibits and exhibition schedules. Maintains liaison with other institutions, organizations and centres for the distribution of exhibits. Arranges for travelling exhibits from other institutions and co-ordinates related public programming.

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2359-116 MUSEUM EDUCATOR (educ.)

Develops, directs and conducts educational programs to increase understanding and enjoyment of museum collections; Plans, arranges and conducts tours, lectures and courses for public within and outside the museum and arranges for films, music or other educational support services. Plans, teaches and supervises museum educational programs related to school curricula. Prepares lesson plans for use by school teachers and students prior to their visit to museum. Schedules school tours and visits to museum. Evaluates new educational methods and advises on all programs. Trains, supervises and appraises performance of museum guides. Develops and conducts educational programs for museumobile service and assists in driving museumobile, if required.

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2359-118 INFORMATION SERVICE WORKER, ENCYCLOPEDIA (educ.)

Compiles information on specified subjects to answer inquiries of encyclopedia owners; Searches encyclopedia and related documentation for data on the subject of the inquiry. Prepares written summary of findings, and mails reply. Keeps record of persons seeking information.

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2359-199 OTHER OCCUPATIONS IN LIBRARY, MUSEUM AND ARCHIVAL SCIENCES

This residual group includes library, museum and archives workers that cannot be classified elsewhere in Minor Group 235.

239 – OTHER OCCUPATIONS IN SOCIAL SCIENCES AND RELATED FIELDS

This minor group includes occupations concerned with giving individual and group counselling in educational, social-service and vocational settings; and in counselling individuals in fields of employment, rehabilitation and marital relationships. These occupations are classified in the following unit groups:

- 2391 Educational and Vocational Counsellors
- 2399 Other Occupations in Social Sciences and Related Fields, n.e.c.

2391-EDUCATIONAL AND VOCATIONAL COUNSELLORS

This unit group includes occupations primarily concerned with counselling individuals and groups on educational, vocational and social matters; assisting students or workers in self-understanding, self-development and career planning through appraisal of abilities, aptitudes, interests, personal characteristics and work experience; and by presenting educational and occupational information. Activities include; collecting, analyzing, developing and interpreting data about the individual's educational and vocational environment and assisting the individual in achieving optimum relationships with others.

2391-110 GUIDANCE HEAD (educ.)

Directs counsellors engaged in providing educational guidance for students within school and counsels individuals and groups of students; Assigns and evaluates work of guidance counsellors, and supervises their professional development. Counsels individuals and groups concerning personal, social, educational and vocational problems, and objectives. Analyzes counselling and guidance procedures and techniques to improve quality of service. Addresses community groups and faculty members on guidance matters, and co-ordinates counselling services with school, community, business and government agencies. Ensures adequacy of information for use in counselling.

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2391-114 COUNSELLOR, GENERAL (educ.; social wel.)

Counsels individuals and groups regarding educational planning, vocational selection and personal or social development: Collects and examines personal records and reports. Conducts interviews, administers tests and consults other sources of pertinent information. Analyzes information to appraise abilities, aptitudes, health, personality traits, work experience and other factors concerning client. Explains educational requirements and career possibilities and suggests methods of exploring these areas in relation to individual's abilities, personal preferences and other factors. Suggests employment opportunities and explains procedures for their investigation. Maintains awareness of current educational and occupational information to assist clients. Assists individuals and groups, through discussion, to understand, cope with and overcome personal and social problems, and to develop their resources and skills. Prepares and maintains summaries of discussions, plans, referral action, follow-up and other records. Consults with other professionals and concerned individuals regarding problems of client.

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2391-118 COUNSELLOR, EDUCATIONAL (educ.)

Counsels students regarding educational, vocational and personal development in educational institution: Performs duties similar to those of 2391-114 COUNSELLOR, GENERAL (educ.; social wel.). Counsels individual students through discussion and through interpretation of standardized tests, academic records and other information. Provides information on academic admission requirements, courses available, financial assistance and vocational possibilities. Arranges, participates in and refers students to group discussions and seminars to identify career goals or to develop study or personal skills. Confers with students, parents, teachers, social workers and psychologists to help resolve educational or social problems of students. Helps to establish career orientation, work experience or other programs with co-operation of community, business and government agencies. Advises teachers and students of testing and counselling services and information resources available within institution.

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2391-122 COUNSELLOR, VOCATIONAL (educ.; social wel.)

Counsels individuals in choosing, preparing for, entering upon and making progress in an occupation: Performs duties similar to those of 2391-114 COUNSELLOR, GENERAL (educ.; social wel.). Analyzes, evaluates and interprets standardized test results and work history, and interviews individuals to assist them in selecting most suitable occupations. Discusses possible careers and advises on further education and training consistent with maximum utilization of individual's aptitudes, interests and temperament. Provides printed, audio-visual or computerized career information for clients, and arranges for public speakers and visits to business, industrial or other establishments.

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2391-199 OTHER EDUCATIONAL AND VOCATIONAL COUNSELLORS

This residual group includes educational and vocational counselling occupations not presently classified in Unit Group 2391.

2399-OTHER OCCUPATIONS IN SOCIAL SCIENCES AND RELATED FIELDS, N.E.C.

This unit group includes occupations in social sciences and related fields, not elsewhere classified, concerned with activities such as counselling physically, emotionally, mentally, or socially handicapped individuals in fields of employment or rehabilitation, and counselling couples in marital concerns.

2399-110 REHABILITATION SPECIALIST (gov. serv.)

Promotes and develops employment services for mentally or physically handicapped individuals, former inmates of corrective institutions, older workers, veterans, emotionally-disturbed people and other individuals with employment problems: Co-ordinates activities of staff engaged in counselling, training and placing clients in useful employment. Provides professional and technical advice, information and guidance to staff and other interested parties on rehabilitation programs. Evaluates effectiveness of existing programs and recommends improvements. Initiates and supervises collection of statistics on rehabilitation activities data. Consults with government authorities on implementation of standards, regulations and costs. Prepares analyses, reports, papers and technical materials. Attends seminars and conferences to study existing or proposed programs of other agencies.

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2399-114 COUNSELLOR, REHABILITATION (medical; social wel.)

Counsels physically, mentally and socially handicapped persons: Performs duties similar to those of 2391-114 COUNSELLOR, GENERAL (educ; social wel.) Assesses client's qualifications and capacities. Assists client to set vocational goals. Investigates available training programs. Consults with employers, business groups, educators, medical experts, therapists and other counsellors to select suitable treatment, training or employment for client. Enrolls client in treatment or training program, or arranges for job placement. Assists client to deal with problems of adjustment. Maintains contact with client until vocational goal has been achieved.

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2399-118 CLASSIFICATION OFFICER, CORRECTIONAL INSTITUTION (gov. serv.)

Interviews, assesses and counsels inmates in a correctional institution to aid in development and implementation of rehabilitation programs: Interviews new inmates and recidivists, studies their personal histories and related records, and obtains further information from penitentiary staff to develop suitable plan for inmates rehabilitation. Determines inmates' psycho-social, vocational academic and other needs, and counsels and assists them in coping with personal and related institutional, family and community problems. Prepares periodic evaluations of inmates' progress, assigns appropriate work and rehabilitation training, and makes arrangements for other rehabilitative activities. Consults penitentiary staff and studies reports on inmates' conduct and progress to assess inmates' suitability for parole. Establishes and maintains working relationships with private, public and government agencies concerned with after-care or rehabilitation of ex-inmates. Conducts staff-training seminars.

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2399-122 COUNSELLOR, MARRIAGE (social wel.)

Counsels couples encountering marital problems or individuals or couples contemplating marriage: Confers with case-load worker, referral source and couple to gain insight into background and problems of couple. Assesses level of development and potential of marriage, and plans future sessions with couple. Counsels couple in positive methods of relieving specific stresses. Prepares progress report after each session to maintain case history of couple. Discusses case and works closely with professionals in other

disciplines. Arranges for legal aid, medical aid, or therapy. Provides pre-marital counselling for couples and individuals.

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2399-126 COUNSELLOR, ATTENDANCE (educ.; social wel.)

Investigates continued incidents of truancy by elementary and secondary school students, and counsels students to solve truancy problem: Consults with school authorities, parents or social worker to obtain information on student and to determine possible reasons for truancy. Interviews student, parents and teachers to identify and analyse cause of problems. Counsels student and parents to correct problems and to strengthen relationship between home and school. Refers student and parents to clinic or community agency if long-term counselling is necessary. Prepares up-to-date records of each case. Explains legal consequences of habitual truancy to student and parents. Initiates court proceedings, and testifies regarding efforts made to correct truancy. Completes monthly attendance reports to be used for statistics and grants. Investigates applications from students who are too young to leave school legally but who wish to work or to take apprenticeship training, and recommends appropriate measures. Investigates and authorizes student transfers and admission of non-resident students.

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2399-199 MISCELLANEOUS OCCUPATIONS IN SOCIAL SCIENCES AND RELATED FIELDS

This residual group includes social science and related occupations that cannot be classified elsewhere in Minor Group 239.



OCCUPATIONS IN RELIGION

This major group includes occupations primarily concerned with providing spiritual and moral guidance to members of a religious faith or denomination, and others; expounding religious doctrine, and performing other activities associated with the practice and exposition of religion. These occupations are classified in the following minor group:

251 Occupations in Religion

251 – OCCUPATIONS IN RELIGION

This minor group includes occupations primarily concerned with ministering to the spiritual needs of a congregation or community of a religious faith. Activities include: conducting services of public worship, administering sacraments, providing spiritual and moral motivation and guidance, supervising and conducting religious education, and performing other functions associated with the practice and exposition of religion. Occupations concerned with the performance of non-religious functions in fields such as teaching, social-service work and nursing are classified in the major group of the specialization: Major Group 23 - OCCUPATIONS IN SOCIAL SCIENCES AND RELATED FIELDS, Major Group 27 - TEACHING AND RELATED OCCUPATIONS, and Major Group 31 - OCCUPATIONS IN MEDICINE AND HEALTH. OCCUPATIONS IN RELIGION are classified in the following unit groups:

- 2511 Ministers of Religion
- 2513 Nuns and Brothers
- 2519 Occupations in Religion, n.e.c.

2511 - MINISTERS OF RELIGION

This unit group includes occupations concerned with providing the motivation, leadership and religious training of a congregation or community of a religious faith. Activities include: conducting services of public worship, administering sacraments, supervising and conducting individual and family counselling and visits, maintaining religious traditions, supervising religious education, and performing other functions associated with the practice and exposition of a religious faith.

or church law. Shares administrative and financial operation of parish or congregation with selected lay people. Specializes in national or overseas missions, or chaplaincies in armed forces, universities, industries, prisons or hospitals, if required. Teaches religion courses in public schools, if required.  
Ministers who are appointed or elected to implement and co-ordinate administrative policies and supervise other clergy, from a central body or headquarters of a church, or religious community, may be designated; for example, Archbishop, Archdeacon, Archpriest, Bishop, Chancellor, Commissioner, Dean, Moderator, Secretary, Vicar-General.

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2511-110 MINISTER (religion)													2	2	3	4	4	4	4	4	4	5	5	4 6 5 8			5 9 4 1 7		
Provides motivation, inspiration and training in religious life for members of a congregation, parish or community: Prepares and conducts services of public worship and administers sacraments in accordance with accepted rite, order, rule or tradition. Performs marriages. Prepares and delivers sermons, homilies and special talks. Conducts funeral services and special memorial services. Assists in planning music. Plans prayers and other parts of service where its order is not dictated by liturgical form. Participates in humanitarian, social service and welfare activities of community. Conducts classes of religious instruction, and organizes young adults and others to participate in community projects. Administers private schools within congregation, and provides instruction. Supervises discussion groups, retreats and seminars. Conducts pre-marital and family counselling. Refers people with special problems to professional agencies. Visits sick or infirm in their homes, hospitals or institutions. Organizes and conducts parochial or congregational visits. Counsels members of congregation and persons confined to prisons, rest homes, homes for the aged, and other institutions. Keeps records as required by civil, canon																													
2511-114 RABBI (religion)																													
Acts as spiritual leader of a synagogue to serve religious, educational, spiritual and pastoral needs of members: Directs Jewish education of congregation. Participates in humanitarian, social service and anti-defamation activities of Jewish community. Studies sources of Jewish tradition in the Hebrew, Aramaic and Yiddish languages to contribute to Jewish scholarship. Officiates at life-cycle ceremonies in accordance with Orthodox, Conservative or Reform branches of Judaism. Plans and conducts religious services. Prepares and delivers sermons. Takes part in inter-faith activities, and gives advice to local community committees when relations between Jewish and non-Jewish communities are discussed. Visits sick or infirm in their homes, hospitals or institutions. Conducts pre-marital and family counselling. Counsels members of congregation and others who																													



MAJOR GROUP 25

are confined to prison or other institution. Acts as final arbiter to congregation in matter of deciding points arising from whole body of Jewish religious law. Performs marriages. Conducts funeral services in accordance with Jewish custom, and counsels on traditions of mourning and bereavement. Teaches at non-Jewish institutions of higher learning, if required.

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2511-199 OTHER MINISTERS OF RELIGION

This residual group includes ministers of religion not presently classified in Unit Group 2511.

2513 - NUNS AND BROTHERS

This unit group includes nuns and brothers of religious orders that are not involved in lay duties. Nuns and brothers performing lay duties are classified elsewhere according to their lay work. This unit group is designed specifically for Statistics Canada use and has no individual occupational descriptions.

2519 - OCCUPATIONS IN RELIGION, N.E.C.

This unit group includes occupations not elsewhere classified, concerned with providing direct support to Ministers of Religion in a full-time capacity. Workers classified in this unit group are either members of a religious order or are qualified laity. Activities include: assisting at services of public worship and religious rites, providing religious education, and counseling individuals and families.

2519-110 CANTOR (religion)

Acts as guide and consultant of congregation of a synagogue in all matters affecting Jewish musical activities:  
Chants musical portions of Jewish religious services. Plans musical programs of synagogue in consultation with Rabbi and appropriate

music committees. Prepares talented youngsters to conduct services. Conducts training for B'nai and B'not Mitzva. Teaches music such as nusach and holiday songs to assemblies and classes of religious school and adult training program. Prepares special services and concert programs commemorating Jewish music month. Conducts pre-High Holy Day seminars. Trains and directs choir during High Holy Day services.

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2519-114 RELIGIOUS EDUCATION WORKER (religion)

Plans, organizes and supervises religious education programs designed to promote religious education among church members:  
Develops and plans study courses or long-range comprehensive religious-education programs in conjunction with minister or religious advisory committee to promote religious education training. Develops course curricula to meet needs of each age group falling within responsibility. Recruits suitable teachers and supervises their training courses. Promotes participation in extracurricular church activities. Visits homes of church members and church organizations to solicit support and participation and to stimulate interest in religious education programs. Orders supplies needed for each age group for activities such as arts, crafts, music and religious studies. Works on special mission or denominational programs for individual churches, dioceses, conferences and presbyteries.

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2519-199 OTHER RELIGIOUS WORKERS

This residual group includes occupations in religion that cannot be classified elsewhere in Minor Group 251.

TEACHING AND RELATED OCCUPATIONS

This major group includes occupations concerned with conducting classes and giving private lessons to instruct students at all levels, undertaking research, advising on teaching methods and instructional aids, organizing teaching activities, and performing related duties. TEACHING AND RELATED OCCUPATIONS are classified in the following minor groups:

- 271 University Teaching and Related Occupations
- 273 Elementary and Secondary School Teaching and Related Occupations
- 279 Other Teaching and Related Occupations

271 – UNIVERSITY TEACHING AND RELATED OCCUPATIONS

This minor group includes occupations concerned with teaching and research in universities and degree-granting colleges. Deans of faculties or colleges, are classified in Unit Group 1133, ADMINISTRATORS IN TEACHING AND RELATED FIELDS. Athletic and recreation instructors at educational institutions, not engaged in class-room teaching of credit subjects, are classified in Unit Group 3710, COACHES, TRAINERS, INSTRUCTORS AND MANAGERS, SPORT AND RECREATION. UNIVERSITY TEACHING AND RELATED OCCUPATIONS are classified in the following unit groups:

- 2711 University Teachers
- 2719 University Teachers and Related Occupations, n.e.c.

2711-UNIVERSITY TEACHERS

This unit group includes occupations concerned with teaching and research activities at universities and degree-granting colleges. Duties include: teaching one or more subjects within a prescribed curriculum; preparing and delivering lectures to students; conducting seminars or laboratory sessions; stimulating and guiding class discussions; compiling bibliographies of specialized materials for outside reading assignments; preparing and administering examinations and grading answer papers; assigning and marking essays; directing research programs of graduate students; conducting research in a particular field of knowledge, and publishing findings in books or professional journals; serving on faculty committee concerned with such matters as curriculum revision, academic planning and degree requirements; advising students on academic and other matters; assisting students with the conduct of various scholarly, cultural and political clubs or societies; providing professional consultative services to government, industry and private individuals; attending regional and international conferences dealing with academic specializations; and teaching as required in an adult education or university extension program, by means of correspondence courses or night classes. Teachers at this level usually specialize in one subject, or two or more related subjects.

2711-110 DEPARTMENT HEAD, COLLEGE OR UNIVERSITY (educ.)

Plans, organizes and co-ordinates activities of an academic department of a college or university:  
Plans curriculum, arranges course schedules, and assigns teaching staff to conduct classes. Interviews applicants for teaching positions, and makes recommendations regarding their selection. Confers with departmental colleagues, exchanges ideas and develops policies governing activities of department. Serves on faculty committees dealing with matters, such as curriculum revision, course and degree requirements, and other academic planning. Advises students on academic and vocational matters. Provides professional consulting services to government and industry. Attends regional, national and international conferences dealing with field of specialization. Prepares and submits departmental budget and reports. Teaches one or more courses, if required.

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2711-112 UNIVERSITY TEACHER, AGRICULTURE (educ.)

Teaches courses in agriculture to undergraduate or graduate students in a university or degree-granting college:  
Performs duties described in definition for Unit Group 2711, UNIVERSITY TEACHERS. Specializes in a field of agriculture; such as, agronomy, animal husbandry, soil and water science and farm management.

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2711-114 UNIVERSITY TEACHER, EDUCATION (educ.)

Teaches courses in the principles and practice of education to undergraduate or graduate students in university or degree-granting college:  
Performs duties described in the definition for Unit Group 2711, UNIVERSITY TEACHERS. Specializes in one or more subjects in educational field; such as, curriculum planning and organization, educational psychology, history of education, school administrations and methods of teaching subjects, such as English, history, mathematics, physical education and science. Organizes and supervises practice teaching by student teachers.

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2711-118 UNIVERSITY TEACHER, ENGINEERING AND ARCHITECTURE (educ.)

Teaches courses in engineering or architecture to undergraduate or graduate students in university or degree-granting college:  
Performs duties described in the definition for Unit Group 2711, UNIVERSITY TEACHERS. Specializes in a field of engineering; such as, chemical, civil, electrical, industrial, mechanical, metallurgical, or mineral; or in architecture or urban planning.

GED: 6 SVP: 8 PA: L 5 6 EC: I DPT: 2 2 8

APT.												INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>2</u>	3	3	3	3	5	5		6	8	5	4	7	4 5 9 0

2711-122 UNIVERSITY TEACHER, HUMANITIES (educ.)

Teaches courses in humanities to undergraduate or graduate students in university or degree-granting college:  
Performs duties described in the definition for Unit Group 2711, UNIVERSITY TEACHERS. Specializes in one or more subjects in the humanities field; such as, classics, drama, journalism, languages, literature, linguistics, music, painting, philosophy, religion, sculpture and history. Specializes in teaching the history, geography, politics or literature of a geographical area or cultural group, if required.

GED: 6 SVP: 8 PA: L 5 6 EC: I DPT: 2 2 8

APT.												INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
<u>1</u>	<u>1</u>	3	3	3	3	4	4	4	5	5		6	8	5	4		4 5 9 0

2711-126 UNIVERSITY TEACHER, LAW (educ.)

Teaches courses in law to undergraduate or graduate students in a university or degree-granting college:  
Performs duties described in the definition for Unit Group 2711, UNIVERSITY TEACHERS. Specializes in one or more subjects in the field of law; such as, administrative law, constitutional law, criminal law, equity, wills and trusts, evidence, international law, jurisprudence, legal procedures, real property, taxation and torts.

GED: 6 SVP: 8 PA: L 5 6 EC: I DPT: 2 2 8

APT.												INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
<u>1</u>	<u>1</u>	3	4	4	3	4	4	4	5	5		6	8	5	4		4 5 9 0

2711-130 UNIVERSITY TEACHER, LIFE SCIENCES (educ.)

Teaches courses in life sciences to undergraduate or graduate students in university or degree-granting college:  
Performs duties described in the definition for Unit Group 2711, UNIVERSITY TEACHERS. Specializes in one or more subjects in the life sciences field; such as, bacteriology, biochemistry, biology, botany, food science, forestry, physiology and zoology.

GED: 6 SVP: 8 PA: L 5 6 EC: I DPT: 2 2 8

APT.												INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
<u>1</u>	<u>1</u>	<u>2</u>	3	<u>2</u>	3	4	4	4	5	4		6	8	5	4	7	4 5 9 0

2711-134 UNIVERSITY TEACHER, MATHEMATICS AND COMPUTER SCIENCE (educ.)

Teaches courses in mathematics or computer science to undergraduate or graduate students in university or degree-granting college:  
Performs duties described in the definition for Unit Group 2711, UNIVERSITY TEACHERS. Specializes in a field of mathematics; such as, actuarial science, statistical theory and other academic subjects; or in field of computer science; such as design and functions of computers and operations-research analysis.

GED: 6 SVP: 8 PA: L 5 6 EC: I DPT: 2 2 8

APT.												INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
<u>1</u>	<u>1</u>	<u>1</u>	3	3	3	4	4	4	5	5		6	8	5	4	7	4 5 9 0

2711-138 UNIVERSITY TEACHER, MEDICAL SCIENCES (educ.)

Teaches courses in medical sciences to undergraduate or graduate students in university or degree-granting college:  
Performs duties described in the definition for Unit Group 2711, UNIVERSITY TEACHERS. Specializes in one or more subjects in a medical science field; such as, anatomy, dentistry, hygiene, laboratory



technology, medicine, nursing, pharmacy, psychiatry, public health, surgery, therapy, and veterinary medicine.

GED: 6 SVP: 8 PA: L 5 6 EC: I DPT: 2 2 8

APT.											INT.					TEMP.						
G	V	N	S	P	Q	K	F	M	E	C												
1	1	1	2	2	3	3	3	3	5	4			6	8	5	4	7		4	5	9	0

## 2711-142 UNIVERSITY TEACHER, PHYSICAL SCIENCES (educ.)

Teaches courses in physical sciences to undergraduate or graduate students in university or degree-granting college:  
Performs duties described in the definition for Unit Group 2711, UNIVERSITY TEACHERS. Specializes in one or more subjects in the physical sciences field; such as, astronomy, chemistry, physics, geology, geophysics, metallurgy and meteorology.

GED: 6 SVP: 8 PA: L 5 6 EC: I DPT: 2 2 8

APT.											INT.					TEMP.						
G	V	N	S	P	Q	K	F	M	E	C												
1	1	1	3	2	3	3	3	3	5	4			6	8	5	4	7		4	5	9	0

## 2711-146 UNIVERSITY TEACHER, SOCIAL SCIENCES (educ.)

Teaches courses in social sciences to undergraduate or graduate students in university or degree-granting college:  
Performs duties described in the definition for Unit Group 2711, UNIVERSITY TEACHERS. Specializes in a social science field; such as, anthropology, archaeology, business administration, political science, economics, geography, library science, psychology, public administration, sociology, social work and criminology.

GED: 6 SVP: 8 PA: L 5 6 EC: I DPT: 2 2 8

APT.											INT.				TEMP.				
G	V	N	S	P	Q	K	F	M	E	C									
1	1	3	4	4	3	4	4	4	5	5	6	8	5	4		4	5	9	0

## 2711-199 OTHER UNIVERSITY TEACHERS

This residual group includes university teachers not presently classified in Unit Group 2711.

## 2719-UNIVERSITY TEACHING AND RELATED OCCUPATIONS, N.E.C.

This unit group includes occupations, not elsewhere classified, concerned with assisting university faculty members in teaching and research activities. Includes activities such as: assisting staff members in their teaching functions by locating, setting-up and using audiovisual aids; demonstrating laboratory techniques; supervising and assisting in laboratory work; participating in research studies; instructing students in extension work; conducting lectures, seminars, and discussion groups; preparing and administering examinations; marking and grading examination papers and essays; and performing other assigned duties.

### 2719-110 GRADUATE ASSISTANT (educ.)

Assists university faculty members in teaching and research activities, on a part-time basis while pursuing an advanced college degree:  
Locates, organizes, and develops reference works, audiovisual aids and other teaching materials for use in course lectures. Conducts lectures, seminars and discussion groups. Obtains and sets up equipment for laboratory demonstrations or research activities. Demonstrates various techniques and procedures in laboratory sessions. Conducts laboratory analyses and compiles reports to assist research workers. Prepares and organizes written material for university publications. Prepares and administers examinations. Marks and grades answer papers and essays, and prepares reports. Supervises laboratory staff engaged in research activities, if required.

GED: 5 SVP: 7 PA: L 5 6 7 EC: I DPT: 2 2 0

APT.											INT.		TEMP.						
G	V	N	S	P	Q	K	F	M	E	C									
<u>2</u>	<u>2</u>	<u>3</u>	3	3	<u>3</u>	4	4	4	5	5	6	4			5	9	0	Y	1

### 2719-112 POST-DOCTORAL FELLOW (educ.)

Performs teaching or research duties associated with advanced academic or professional work beyond doctoral level:  
Performs duties for time period specified by terms of fellowship to gain advanced academic or professional knowledge and experience.

GED: 6 SVP: 8

### 2719-199 OTHER UNIVERSITY TEACHING AND RELATED OCCUPATIONS

This residual group includes non-faculty university teaching and related workers that cannot be classified elsewhere in Minor Group 271.

## 273 – ELEMENTARY AND SECONDARY SCHOOL TEACHING AND RELATED OCCUPATIONS

This minor group includes occupations concerned with teaching in kindergarten, elementary and secondary schools. These occupations are classified in the following unit groups:

### 2731 Elementary and Kindergarten Teachers

2733 Secondary School Teachers

2739 Elementary and Secondary School Teaching and  
Related Occupations, n.e.c.

## 2731-ELEMENTARY AND KINDERGARTEN TEACHERS

This unit group includes occupations concerned with teaching a variety of subjects below secondary school level. Activities include: teaching basic subjects, such as reading, writing, arithmetic and home economics in elementary schools; encouraging self-expression, self-confidence and good relationships; teaching songs, games and simple tasks; teaching elementary school pupils who require special programs to achieve their educational potential; and promoting physical, mental and social development of pupils in elementary, kindergarten or nursery schools.

### 2731-110 ELEMENTARY-SCHOOL TEACHER, GENERAL (educ.)

Teaches school subjects to primary and elementary-school pupils: Prepares teaching outline for course of study in reading, writing, arithmetic and other primary subjects, such as elementary natural science and social studies. Teaches subject matter to class through talks, demonstrations and audiovisual teaching aids. Assigns lessons, corrects papers and hears oral presentations. Conducts discussion groups and supervises work in class. Prepares, administers and corrects tests, and records results. Plans and supervises field trips. Maintains order in classroom and other areas of school. Advises pupils on their development and deals with adjustment and academic problems. Discusses pupils' progress and problems with parents and suggests remedial action. Keeps attendance and grade records. Assists with school athletics, concerts, special interest programs and other extra-curricular activities, if required. Specializes in a particular field, such as music, home economics, industrial arts, physical education and outdoor education, if required.

GED: 5 SVP: 6 PA: L 4 5 6 EC: B DPT: 2 2 4

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 4 4 3 4 4 4 5 4	6 4 5	4 5 9 0

### 2731-111 ELEMENTARY-SCHOOL TEACHER, SPECIAL EDUCATION (educ.)

Teaches elementary-school pupils who require special programs to achieve their educational potential: Performs duties similar to those of 2731-110 ELEMENTARY-SCHOOL TEACHER, GENERAL (educ.). Teaches special classes and tutors individual pupils who, because of emotional disturbances, exceptional behaviour, extraordinary intelligence or mental retardation, and physical, perceptual or learning disabilities, require special education programs. Acts as a consultant to teachers who teach special education pupils and regular pupils in integrated classrooms.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 4 4 3 4 4 4 5 4	6 4 5	4 5 9 0

### 2731-112 ELEMENTARY-SCHOOL TEACHER, ENGLISH AS SECOND LANGUAGE (educ.)

Teaches English as second language in elementary-school: Performs duties similar to those of 2731-110 ELEMENTARY-SCHOOL TEACHER, GENERAL (educ.).

GED: 5 SVP: 6 PA: L 4 5 6 EC: B DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 4 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

### 2731-113 ELEMENTARY-SCHOOL TEACHER, FRENCH AS SECOND LANGUAGE (educ.)

Teaches French as second language in elementary-school: Performs duties similar to those of 2731-110 ELEMENTARY-SCHOOL TEACHER, GENERAL (educ.).

GED: 5 SVP: 6 PA: L 4 5 6 EC: B DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 4 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

### 2731-114 KINDERGARTEN TEACHER (educ.)

Introduces children to basics of music, art and literature in kindergarten and engages them in activities to promote their physical, mental and social development, and their school readiness: Plans, organizes and conducts wide variety of activities such as dramatic plays, storytelling, field visits, and group discussions to stimulate children's interest in and understanding of their physical and social environment. Organizes and conducts games, group activities and projects requiring children's co-operation to assist them in developing patience, tolerance, self-confidence and respect for others. Encourages children in singing, dancing and rhythmic activities and in use of art materials to promote self-expression and appreciation of aesthetic experience. Instructs children in practices of personal cleanliness and self-care, and arranges for rest periods. Teaches introductory subjects, such as reading readiness and number work using workbooks, demonstrations and teaching aids. Observes children to detect signs of ill health or emotional disturbance, and to evaluate progress. Discusses children's progress and problems with parents. Keeps attendance and grade records.

GED: 5 SVP: 6 PA: L 4 5 6 EC: B DPT: 2 2 4

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 4 4 4 3 4 4 4 5 4	6 4 5	4 5 9 0

# 2731-115 ELEMENTARY-SCHOOL TEACHER, OTHER LANGUAGES (educ.)

Teaches languages other than English and French in elementary school:

Performs duties similar to those of 2731-110 ELEMENTARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching languages other than English or French.

GED: 5 SVP: 6 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 4 4 4 3 4 4 4 5 5	6 4 5	4 5 9 0

# 2731-118 PRE-SCHOOL TEACHER (educ.)

Plans, organizes and leads activities of pre-school children in nursery schools and day-care centres:

Plans daily activities designed to stimulate intellectual, physical and emotional growth of children. Directs organization of children into groups or circles, and participates in activities. Tells or reads stories, teaches and plays finger and hand games, and encourages participation. Prepares craft materials, and demonstrates and encourages use of finger-paints, scissors, paste and crayons. Supervises indoor and outdoor play periods, instructs children in use and care of equipment, and encourages co-operation and participation. Directs and assists children in development of proper eating, resting, and toilet habits, and in care of own clothing. Observes children closely to identify learning disabilities or emotional problems, and to evaluate childrens' progress. Discusses progress or problems of children with parents and staff members. Organizes and conducts field trips to local points of interest. Records attendance and progress of children. Co-ordinates and supervises activities of other workers and volunteers. Attends meetings and workshops to discuss and develop new teaching methods. Assists in housekeeping duties, if required.

GED: 5 SVP: 6 PA: L 3 4 5 6 7 EC: B DPT: 3 2 4

APT.	INT.	TEMP.
G V N S P Q K F M E C		
3 3 4 4 4 4 4 4 4 5 4	6 4 5	4 5 9 0

# 2731-142 DAY-CARE WORKER ASSISTANT (educ.)

Organizes and leads activities of a group of pre-school children in day-care centres under direction of a certified teacher:

Organizes group into circles, teaches songs, tells or reads stories, and encourages participation. Organizes group into game circles, and teaches and plays finger and hand games. Prepares craft materials, and demonstrates use of finger paints, scissors, paste and crayons. Assists other workers to set up and remove indoor and outdoor play equipment, and supervises group in play areas. Takes children to washroom, and directs and assists them in use of toilets and in washing themselves. Prepares and serves snacks, and oversees meal periods. Prepares children for rest period, and observes children throughout. Submits written observations on children to supervisor, and assists supervisor in keeping records. Answers parents' questions, and refers

special problems to supervisor. Attends staff meetings to discuss progress and problems of children. Assists in housekeeping duties, if required.

GED: 3 SVP: 4 PA: L 4 5 6 EC: B DPT: 3 2 4

APT.	INT.	TEMP.
G V N S P Q K F M E C		
3 3 4 4 4 4 4 4 4 5 4	6 4 5	5 9 0

# 2731-199 OTHER ELEMENTARY AND KINDERGARTEN TEACHERS

This residual group includes elementary and kindergarten teachers not presently classified in Unit Group 2731.

## 2733-SECONDARY SCHOOL TEACHERS

This unit group includes occupations concerned with teaching academic, technical or vocational subjects in high-school grades between elementary school and university or degree-granting college levels. Teachers may be required to instruct students in more than one subject area. Elementary and secondary school department heads are classified in this unit group according to area of subject specialization. Guidance counsellors are classified in Unit Group 2391, EDUCATIONAL AND VOCATIONAL COUNSELLORS.

# 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.)

Teaches one or more subjects in secondary school:

Prepares teaching outlines for courses of study within prescribed curriculum. Instructs students through presentation of lesson material, discussions, shop and laboratory sessions and use of audiovisual aids. Assigns lessons and corrects homework papers. Prepares, administers, and marks tests to evaluate student's progress and records results. Maintains discipline in classrooms and in other school areas. Participates in staff meetings, educational conferences and teacher-training workshops. Performs related duties, such as sponsoring special activities or student organizations, assisting students in selecting courses of study, and advising them on academic and other problems.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 2 4 3 3 4 4 4 5 4	6 5 4	4 5 9 0

# 2733-118 SECONDARY-SCHOOL TEACHER, ARTS (educ.)

Teaches arts in secondary school:

Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more subjects in arts such as, drama, music, art and crafts.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 1



# MAJOR GROUP 27

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

## 2733-122 SECONDARY-SCHOOL TEACHER, INDUSTRIAL ARTS (educ.)

Teaches basic subjects in industrial arts in secondary school as part of regular educational program:  
Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more basic subjects in industrial arts, such as drafting, wood-working and machine shop practices.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 4

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 3 3 3 3 3 3 4 5	6 5 4	4 5 9 0

## 2733-126 SECONDARY-SCHOOL TEACHER, TECHNICAL AND VOCATIONAL (educ.)

Teaches technical, vocational and occupational subjects in composite and technical high schools to prepare students for employment or further education:  
Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more subjects such as, machine shop, drafting, auto mechanics, beauty culture, dry cleaning or food services.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 4

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 3 3 3 3 3 3 4 5	6 5 4	4 5 9 0

## 2733-130 SECONDARY-SCHOOL TEACHER, HOME ECONOMICS (educ.)

Teaches home economics in secondary school:  
Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more subjects in home economics such as, foods, nutrition, textiles and clothing.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 7

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 3 3 3 3 3 3 4 3	6 5 4	4 5 9 0

## 2733-134 SECONDARY-SCHOOL TEACHER, PHYSICAL EDUCATION (educ.)

Teaches physical and health education in secondary school:  
Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.).

GED: 5 SVP: 7 PA: M 2 3 4 5 6 EC: B DPT: 2 2 7

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 3 4 3 3 3 3 4 5	6 5 4	4 5 9 0

## 2733-138 SECONDARY-SCHOOL TEACHER, BUSINESS/COMMERCE (educ.)

Teaches subjects in business or commerce in secondary school:  
Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more subjects in business or commerce, such as basic accounting, typing, shorthand and data processing.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 2 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

## 2733-142 SECONDARY-SCHOOL TEACHER, CLASSICAL LANGUAGES (educ.)

Teaches classical languages in secondary school:  
Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more classical languages such as Latin and Greek.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

## 2733-146 SECONDARY-SCHOOL TEACHER, ENGLISH (educ.)

Teaches English in secondary school:  
Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more subjects in English, such as composition and literature.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

## 2733-150 SECONDARY-SCHOOL TEACHER, ENGLISH AS SECOND LANGUAGE (educ.)

Teaches English as second language in secondary school:  
Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.).

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

**2733-154 SECONDARY-SCHOOL TEACHER, FRENCH (educ.)**

Teaches French in secondary school:

Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more subjects in French, such as composition and literature.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

**2733-158 SECONDARY-SCHOOL TEACHER, FRENCH AS SECOND LANGUAGE (educ.)**

Teaches French as second language in secondary school:

Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.).

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

**2733-162 SECONDARY-SCHOOL TEACHER, MATHEMATICS (educ.)**

Teaches mathematics in secondary school:

Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more subjects in mathematics such as, algebra, geometry and calculus.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 2 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

**2733-166 SECONDARY-SCHOOL TEACHER, MODERN LANGUAGES (educ.)**

Teaches modern languages in secondary school:

Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more modern languages such as German, Italian and Spanish.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

**2733-170 SECONDARY-SCHOOL TEACHER, RELIGIOUS AND MORAL EDUCATION (educ.)**

Teaches religion and moral education in secondary school:

Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.).

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

**2733-174 SECONDARY-SCHOOL TEACHER, SCIENCES (educ.)**

Teaches sciences in secondary school:

Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more subjects in sciences such as, biology, chemistry and physics.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 7

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 2 3 3 3 4 4 4 5 5	6 5 4 7	4 5 9 0

**2733-178 SECONDARY-SCHOOL TEACHER, SOCIAL SCIENCES (educ.)**

Teaches social sciences in secondary school:

Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Specializes in teaching one or more subjects in social sciences such as library, economics, geography and history.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 4 4 3 4 4 4 5 5	6 5 4	4 5 9 0

**2733-182 SECONDARY-SCHOOL TEACHER, SPECIAL EDUCATION (educ.)**

Teaches pupils who require special programs to achieve their educational potential in academic, technical and vocational secondary schools:

Performs duties similar to those of 2733-110 SECONDARY-SCHOOL TEACHER, GENERAL (educ.). Teaches special classes and tutors individual pupils who, because of emotional disturbances, exceptional behaviour, extra-ordinary intelligence or mental retardation, and physical, perceptual or learning disabilities, require special education programs. Acts as consultant to teachers who teach special education pupils and regular pupils in integrated classrooms.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 3 3 3 4 4 4 5 4	6 5 4	4 5 9 0

2733-199 OTHER SECONDARY SCHOOL TEACHERS

This residual group includes secondary-school teachers not presently classified in Unit Group 2733.

2739-ELEMENTARY AND SECONDARY SCHOOL TEACHING AND RELATED OCCUPATIONS, N.E.C.

This unit group includes occupations, not elsewhere classified, concerned with elementary and secondary school teaching.

2739-199 OTHER ELEMENTARY AND SECONDARY SCHOOL TEACHING AND RELATED OCCUPATIONS

This residual group includes elementary and secondary school teaching and related occupations that cannot be classified in Minor Group 273.

279 – OTHER TEACHING AND RELATED OCCUPATIONS

This minor group includes occupations concerned with teaching and instructing in technical, vocational, and fine arts schools and community and teacher’s colleges. Includes teaching, instructing and training occupations in business, industry, government and other teaching institutions. These occupations are classified in the following unit groups:

- 2791 Community College and Vocational School Teachers
- 2792 Fine Arts Teachers
- 2793 Post-Secondary School Teachers, n.e.c.
- 2795 Teachers of Exceptional Students, n.e.c.
- 2797 Instructors and Training Officers, n.e.c.
- 2799 Other Teaching and Related Occupations, n.e.c.

2791-COMMUNITY COLLEGE AND VOCATIONAL SCHOOL TEACHERS

This unit group includes occupations concerned with teaching vocational and academic subjects in community colleges, agricultural colleges, institutes of technology, or private or other vocational schools. Duties include: preparing teaching outlines for courses of study within approved curricula; instructing students by means of lectures, demonstrations, discussions, seminars, case studies, laboratory and shop sessions; operating audiovisual and other teaching aids; preparing, administering and marking tests to evaluate students’ progress, and recording results; advising students on college curricula; assisting students to conduct activities of scholarly, cultural and political clubs or societies; serving on faculty committees concerned with matters such as curricula revision, course and diploma requirements, and budget for provision of teaching facilities; attending conferences related to subject specialty; participating in staff and professional meetings; keeping informed of new developments in specialty; preparing reports; requisitioning and caring for inventory of instruction equipment and supplies; and participating in adult training or college extension programs. Secondary school teachers of similar subjects are classified in Unit Group 2733, SECONDARY SCHOOL TEACHERS.

2791-110 ACADEMIC TEACHER, VOCATIONAL INSTITUTE (educ.)

Teaches academic subjects in a community college, technical institute or other organization which prepares students for employment: Performs duties described in the definition for Unit Group 2791, COMMUNITY COLLEGE AND VOCATIONAL SCHOOL TEACHERS. Specializes in teaching one or more academic subjects such as chemistry, economics, English, French, or mathematics.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 7

APT.										INT.			TEMP.			
G	V	N	S	P	Q	K	F	M	E	C						
2	2	3	4	3	3	4	4	4	5	5	5 6 4			4 5 9 0		

2791-111 DEPARTMENT HEAD, COMMUNITY COLLEGE (educ.)

Plans, supervises and co-ordinates activities of a teaching department in a community college, institute of technology or similar institution which prepares students for employment: Co-ordinates selection, assignment and evaluation of teaching staff within department. Develops and recommends academic policies, programs and procedures as a member or leader of committees. Liaises with representatives of industry, government and other institutions to keep abreast of changes within field of specialty, and to obtain knowledge of current employment opportunities and training requirements in specialty field. Prepares and administers departmental budget. Advises students on course selection and other academic or financial matters. Teaches one or more subjects, if required.



GED: 5 SVP: 8 PA: S 5 6 EC: I DPT: 1 3 8

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
2	2	3	4	4	3	4	4	4	5	5			5 6 4	4 5 9 0

**2791-114 VOCATIONAL TEACHER, APPLIED-ARTS SUBJECTS (educ.)**

Teaches applied arts subjects in a community college, technical institute or other organization which prepares students for employment: Performs duties described in the definition for Unit Group 2791, COMMUNITY COLLEGE AND VOCATIONAL SCHOOL TEACHERS. Specializes in teaching one or more subjects such as, graphic arts, interior design, journalism, law enforcement, child care, library services, recreation, or fine arts.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 7

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
2	2	3	4	4	3	4	4	4	5	5			5 6 4	4 5 9 0

**2791-118 VOCATIONAL TEACHER, BUSINESS SUBJECTS (educ.)**

Teaches business and commercial subjects in a community college, technical institute or other organization which prepares students for employment: Performs duties described in definition for Unit Group 2791, COMMUNITY COLLEGE AND VOCATIONAL SCHOOL TEACHERS. Specializes in teaching one or more business subjects such as, book-keeping, data processing, marketing, secretarial services, business law, administration, or hotel management.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 7

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
2	2	2	4	3	2	4	4	4	5	5			5 6 4	4 5 9 0

**2791-122 VOCATIONAL TEACHER, TECHNOLOGICAL SUBJECTS (educ.)**

Teaches technological subjects in a community college, technical institute or other organization which prepares students for employment: Performs duties described in the definition for Unit Group 2791, COMMUNITY COLLEGE AND VOCATIONAL SCHOOL TEACHERS. Specializes in teaching one or more subjects, such as, chemical technology, electronic technology, mechanical technology, medical technology, or mineral technology.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 7

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
2	2	2	3	3	3	3	3	3	4	4			5 6 4 7	4 5 9 0

**2791-126 VOCATIONAL TEACHER, TECHNICAL SUBJECTS (educ.)**

Teaches technical subjects in a community college, technical institute or other organization which prepares students for employment: Performs duties described in the definition for Unit Group 2791, COMMUNITY COLLEGE AND VOCATIONAL SCHOOL TEACHERS. Specializes in teaching one or more technical subjects such as, drafting, welding, appliance servicing, landscaping, community planning, medical records, or dental assistant programs.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 7

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
2	2	2	2	3	3	3	3	3	4	4			5 6 4 7	4 5 9 0

**2791-130 TEACHER, HAIRDRESSING (educ.)**

Teaches theory and practice of hairdressing: Lectures on elements of anatomy, hygiene, chemistry and other subjects as related to hairdressing. Teaches and demonstrates methods of cutting, curling, waving, permanent waving, and styling hair. Teaches and demonstrates shampooing, colouring, bleaching, streaking, frosting, straightening, and other hair-treatment techniques. Lectures students on hairdressing-salon management, public relations, and sales techniques. Teaches and demonstrates facial and scalp treatments, methods of giving manicures and pedicures, and methods of caring for wigs. Assigns and monitors work of students during practice sessions. Prepares and grades practical and written tests, and records students' progress.

GED: 4 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 4

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
3	3	4	3	3	4	3	3	4	5	3			5 6 8 4	4 5 9 0

**2791-199 OTHER COMMUNITY COLLEGE AND VOCATIONAL TEACHERS**

This residual group includes community college and vocational teachers not presently classified in Unit Group 2791.

**2792-FINE ARTS TEACHERS**

This unit group includes occupations concerned with teaching or instructing individuals or groups in art, music, drama, or dancing in private homes, studios, academies and similar establishments. Fine arts teachers in educational institutions are classified in the following Unit Groups: 2711, UNIVERSITY TEACHERS; 2731, ELEMENTARY AND KINDERGARTEN TEACHERS; 2733, SECONDARY SCHOOL TEACHERS; and 2791, COMMUNITY COLLEGE AND VOCATIONAL SCHOOL TEACHERS. Occupations concerned with conducting instrumental or vocal group performances are classified in Unit Group 3332, MUSICIANS.

MAJOR GROUP 27

2792-110 MUSIC TEACHER, VOCAL (educ.)

Teaches singing to individuals or groups:  
Plans program of studies of vocal music according to interest and ability of individuals or groups. Instructs students in fundamentals of music and singing. Instructs choral groups in musicianship and trains groups in ensemble singing. Assigns special exercises to develop breath control and singing voice. Teaches music theory, history, harmony, form or counterpoint. Prepares students for music festivals, recitals, concerts and examinations, if required. Arranges music and conducts choral groups at musical performances, if required.

GED: 5 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 2 2 8

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
2	2	3	4	3	3	4	4	4	5	5			4	5	6	8	4	9 X 5

2792-114 MUSIC TEACHER, INSTRUMENTAL (educ.)

Teaches individuals or groups to read music and to play musical instruments:  
Plans program of studies of instrumental music according to interest and ability of students. Demonstrates instrumental techniques and provides audiovisual aids and illustrations to instruct students. Assigns exercises to develop finger, hand and foot dexterity. Teaches music theory, history, harmony, form or counterpoint. Prepares students for music festivals, recitals, concerts and examinations, if required. Arranges music and conducts band or orchestral performances, if required.

GED: 5 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 2 2 1

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
2	2	3	3	3	3	2	2	3	5	5			4	5	6	8	4	9 X 5

2792-118 TEACHER, ART (educ.)

Teaches art to individuals or groups:  
Plans program of study and participation for art students. Prepares and delivers lectures on history and theory of art. Demonstrates use and advises on selection of materials used in painting, ceramics, sculpturing and other forms of art. Assigns individual projects involving student's knowledge of art materials and design, and student's originality of expression to assist in development of creative talents. Provides audiovisual teaching aids and arranges for tours of art galleries and museums. Grades students' work, and offers advice, criticism and encouragement. Arranges for exhibition of students' work, if required.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 1

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
2	2	4	2	2	4	3	2	3	5	1			4	5	6	8	4	9 X 5

2792-122 TEACHER, DRAMATIC ART (educ.)

Teaches techniques and methods of acting to amateur or professional performers:  
Conducts impromptu readings to evaluate performer's abilities. Selects suitable training methods based on competence of performer. Instructs

and drills performer in camera, stage, vocal and other techniques. Instructs and assists performer in interpretation of role in dramatic productions. Advises performer on wardrobe, grooming and manner. Teaches correct methods and techniques for auditions for specific parts in plays. Coaches actors for stage, screen or television performances, if required.

GED: 5 SVP: 7 PA: L 5 6 EC: I DPT: 2 2 8

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
2	2	3	3	3	3	4	4	4	4	4			4	5	6	8	4	9 X 5

2792-126 TEACHER, DANCING (educ.)

Teaches ballet, ballroom, tap or other forms of dancing to individuals or groups:  
Interviews and observes student to determine interests and physical and artistic abilities and plans suitable dancing program. Explains and demonstrates techniques and methods of regulating movements of body and feet, to musical or rhythmic accompaniment. Trains pupils in execution of dance steps and routines. Prepares students for dance festivals, recitals, concerts and examinations, if required. Teaches baton twirling and formation marching and dancing, if required.

GED: 4 SVP: 7 PA: L 2 3 4 5 6 EC: I DPT: 2 2 1

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
2	2	4	2	2	3	4	3	3	3	1	5		4	5	6	8	4	9 X 5

2792-199 OTHER FINE ARTS TEACHERS

This residual group includes teachers of fine arts not presently classified in Unit Group 2792.

2793-POST-SECONDARY SCHOOL TEACHERS, N.E.C.

This unit group includes occupations, not elsewhere classified, concerned with teaching at post-secondary school level in such institutions as nursing schools, normal schools or teachers' colleges, and bible-training colleges.

2793-110 TEACHER, BIBLE COLLEGE (educ.)

Teaches academic and theological subjects and bible-study at post-secondary denominational or church-related school:  
Prepares and delivers lectures to students on subjects, such as English, history, mathematics, languages, theology and bible study. Assigns study projects, such as reading, essay writing, and solution of mathematical problems. Prepares, administers and marks tests and examinations. Evaluates students' progress and recommends promotion, repetition of course, or discontinuance of training.

GED: 5 SVP: 8 PA: L 5 6 7 EC: I DPT: 2 2 8

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
2	2	3	4	4	3	4	4	4	5	5			6	5	4		4	5 9 0

**2793-114 TEACHER, TEACHERS' COLLEGE (educ.)**

Plans and conducts classes to train prospective teachers: Instructs student-teachers in psychology, philosophy and sociology of education. Prepares and delivers lectures on teaching methods and aids, curriculum development and administration, and course construction and content. Observes and assesses student-teachers' effectiveness in actual teaching situations, and gives suggestions for improvements. Instructs primary school specialists in subjects, such as, child growth and development, the child in society, education of young children, and teaching strategies, if required. Specializes in subjects, such as teaching of singing and teaching of a language, if required.

GED: 5 SVP: 8 PA: L 5 6 7 EC: I DPT: 2 2 8

APT.											INT.			TEMP.			
G	V	N	S	P	Q	K	F	M	E	C							
2	2	3	4	4	3	4	4	4	5	5	6	5	4	4	5	9	0

**2793-118 NURSING INSTRUCTOR (educ.)**

Teaches theory and practice of nursing to student-nurses and student nursing assistants: Evaluates and selects teaching aids and materials to prepare lectures. Teaches nursing procedures in classroom and practical application of nursing techniques and patient care in clinical areas. Instructs students in application of physical, biological and psychological subjects related to nursing. Prepares and administers examinations to evaluate students' progress. Maintains record of students' classroom and clinical experience. Participates in preparing course outlines and teaching schedules, and reviews course results with nursing and other professional personnel, to evaluate and improve teaching and nursing practices. Instructs various medical and allied health workers in nursing procedures and techniques, if required.

GED: 5 SVP: 8 PA: L 5 6 7 EC: I DPT: 2 2 8

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
2	2	3	3	3	3	3	4	4	5	4	6	5	4	4	5	9

**2793-199 OTHER POST-SECONDARY SCHOOL TEACHERS**

This residual group includes post-secondary school teachers not presently classified in Unit Group 2793.

**2795-TEACHERS OF EXCEPTIONAL STUDENTS, N.E.C.**

This unit group includes occupations, not elsewhere classified, concerned with teaching elementary and secondary school subjects and providing rehabilitative training to handicapped children and adults, often as part of a rehabilitation or therapeutic team in residential schools, treatment centres or hospitals. Activities include: teaching students and promoting and motivating their development; teaching the blind to read in braille and to achieve mobility and independence; instructing the deaf in sign language, finger spelling and lip reading; and instructing mentally retarded or physically-handicapped students.

**2795-110 TEACHER, EDUCATION OF THE BLIND (educ.)**

Teaches elementary- and secondary-school subjects to visually handicapped students: Instructs students in reading and writing braille, using slate and stylus, braille writer and typewriter, and other aids. Assesses needs of students and adapts school curriculum and teaching methods to meet their requirements. Instructs students in mathematics, English, science and other academic subjects. Conducts field trips and encourages classroom discussions to assist students in development of social skills and in identification of objects and situations encountered in daily living. Prepares reports on progress of student. Teaches special subjects, such as home economics, music, shop or crafts, if required. Teaches students with additional handicaps, if required.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: B DPT: 2 2 4

APT.											INT.			TEMP.			
G	V	N	S	P	Q	K	F	M	E	C							
2	2	3	3	4	3	3	3	4	5	5	4	6	5	4	5	9	0

**2795-114 TEACHER-OF-THE-MENTALLY-HANDICAPPED (educ.)**

Teaches basic academic subjects and life skills to mentally handicapped children and adults: Plans courses of study according to achievement level of students. Teaches basic academic subjects such as reading, writing and arithmetic. Instructs students in social and personal skills to prepare them for self-sufficiency and productive participation in society. Administers psychological tests and interprets results. Prepares reports on progress of students.

GED: 5 SVP: 7 PA: L 5 6 7 EC: I DPT: 2 2 7

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
2	2	3	4	4	3	4	4	4	5	5	4	6	5	4	5	9 0

**2795-118 TEACHER-OF-THE-DEAF (educ.)**

Teaches elementary- and secondary-school subjects to students with hearing handicaps: Teaches lip-reading, finger-spelling and sign language according to individual communication needs of pupil. Instructs students in formation and development of sounds for speech using hearing aids, amplifying equipment, mirrors and other devices. Assesses needs of students and adapts school curriculum and teaching methods to meet their requirements. Instructs students in mathematics, English, science and other academic subjects. Encourages verbal communication to assist student in development of social skills and in ability to communicate in situations encountered in daily living. Prepares reports on progress of student. Teaches vocational subjects, such as metalworking, welding, typing and sewing, if required. Teaches student with additional handicaps, if required.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 4

APT.											INT.			TEMP.			
G	V	N	S	P	Q	K	F	M	E	C							
2	2	3	4	3	3	4	4	4	5	5	4	6	5	4	5	9	0



# MAJOR GROUP 27

## 2795-122 TEACHER-OF-THE-PHYSICALLY-HANDICAPPED (educ.)

Teaches elementary- and secondary-school subjects to physically-handicapped students:

Evaluates pupils' abilities and limitations to develop teaching program that will result in maximum progress. Instructs pupils in mathematics, English, science and other academic subjects. Arranges and adjusts special worktables, typewriters, pageturners and other equipment used by pupil. Devises instructional materials, methods and aids to assist educational and rehabilitation process. Prepares reports on progress of student. Teaches students in home, hospital, treatment centre or school classroom, if required.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 4

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
2	2	3	3	3	3	3	3	3	4	5			4 6 5	4 5 9 0

## 2795-126 TEACHER, REHABILITATION-OF-THE-BLIND (educ.)

Trains newly blinded individuals to achieve personal adjustment and independence:

Trains individual to attend to such personal needs as grooming, dressing and eating. Teaches individual to read and write in braille. Instructs individuals in handicrafts to improve sense of touch. Demonstrates proper use of white cane and outlines safety techniques and practices. Trains individual to determine physical surroundings, hazards or obstacles, and to travel alone, using a variety of real or simulated travel situations. Prepares reports on progress of individual. Specializes in mobility training out of doors, if required. Instructs in swimming, dancing, bowling, card playing and other group activities, if required.

GED: 4 SVP: 6 PA: L 4 5 6 EC: B DPT: 2 2 4

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
3	3	3	3	4	4	4	3	4	5	5			4 6 5	4 5 9 0

## 2795-199 OTHER TEACHERS OF EXCEPTIONAL STUDENTS

This residual group includes teachers of exceptional students not presently classified in Unit Group 2795.

## 2797-INSTRUCTORS AND TRAINING OFFICERS, N.E.C.

This unit group includes occupations, not elsewhere classified, concerned with instructing and training in business, industry and government. Activities include: instructing student pilots and ground crew in flight procedures and techniques, aviation regulations, meteorology and navigation; instructing individuals in proper care and handling of motor vehicles and in highway regulations; training employees in operation and maintenance of specified types of equipment; and instructing students in techniques and skills of sewing.

## 2797-110 CHIEF-FLYING INSTRUCTOR (educ.)

Supervises and co-ordinates activities of flying instructors, and tests proficiency of pilots and student pilots:

Plans training courses according to government requirements, following standards set by regulations for flying techniques and procedures. Examines proficiency of company instructors and pilots periodically, and directs them to refresher courses as required. Consults with other instructors and flies with students to evaluate progress and ability, and approves graduation, continuation of training, or dismissal from course. Examines pilot applicants for employment and recommends hiring or rejection by company. Instructs students in flying techniques if required. Carries out flight tests for pilot licensing under governmental authority, if required. Supervises activities of flying instructors engaged in specialized flying training, if required.

GED: 5 SVP: 8 PA: L 4 5 6 7 EC: B DPT: 1 2 3

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
2	2	2	2	2	3	2	3	3	4				6 5 9	5 8 9 Y 0

## 2797-114 SUPERVISOR, STAFF TRAINING AND DEVELOPMENT (educ.)

Organizes, administers and conducts training and educational programs in commercial, industrial or governmental establishments:

Confers with management and line supervisors to outline and determine scope of programs. Applies knowledge of plant processes, job factors, safety rules, supervision techniques, and related information to formulate classroom or on-the-job training programs. Arranges for lectures or training supervision, and training manuals, examinations, visual aids, and other training materials. Teaches instructors and supervisory personnel proper methods and techniques of training, and assigns them to specific programs. Maintains records of training activities. Tests and audits performance of workers after training to evaluate effectiveness of training programs. Co-ordinates training courses with technical and professional programs offered in community colleges and universities. Counsels or screens personnel and recommends them for company educational programs, or for promotion or transfer, if required. Assists in developing work simplification improvements, if required. Organizes contests and events to stimulate better work performance, if required.

GED: 5 SVP: 8 PA: L 4 5 6 EC: I DPT: 1 2 7

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
2	2	4	3	4	3	4	4	4	5	5			6 5	4 5 9 0 1

## 2797-118 INSTRUCTOR, AIRLINE PILOT (air trans.)

Trains new and experienced pilots in company policy and in operation of aircraft and equipment:

Instructs new pilots in flying regulations and procedures, and conducts training in operation of type of aircraft used by company. Conducts courses to familiarize experienced pilots with new equipment, and to prepare them for examination to re-validate existing licenses. Conducts review courses in navigation. Performs duties of airline pilot and flies scheduled flights, if required. Accompanies pilots on flights periodically, notes compliance with and infringements of flying regulations and compiles reports on findings, if required.

GED: 5 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 2 2 3

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 2 2 2 3 2 3 3 3 4	6 5 9	5 8 9 Y 0

**2797-122 FLYING INSTRUCTOR** (educ.)

Instructs student pilots in procedures and techniques of flying fixed wing aircraft:  
Demonstrates preflight inspection of aircraft. Explains and demonstrates operation of controls and engine and flight instruments. Instructs student pilots in effective control of aircraft on ground and in flight during taxiing, take-offs, turns, stalls, spins, landings and other manoeuvres. Instructs students in use of radio and navigation aids. Tests students at termination of training and makes recommendations for examination and licensing, if required. Instructs in the techniques of non-powered flight, if required.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: B DPT: 2 2 3

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 2 2 2 3 2 3 3 3 4	6 5 9	5 8 9 Y 0

**2797-126 FLYING INSTRUCTOR, HELICOPTER** (educ.)

Instructs student pilots in helicopter flying techniques and procedures: Teaches students theory of rotary-wing flight, operation of helicopter controls and systems, and safety procedures. Demonstrates preflight inspection of helicopter. Instructs student pilots in use of controls and principles of operation such as hovering, auto-rotation (gliding), taking-off and landing. Instructs students in use of radio and navigation aids. Appraises students and reports on readiness of students for licensing examinations. Demonstrates techniques of slinging, lifting, transporting and dropping loads. Instructs advanced students in techniques of air current utilization, and locating and reconnoitering high altitude landing sites, if required.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: B DPT: 2 2 3

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 2 2 2 3 2 3 3 3 4	6 5 9	5 8 9 Y 0

**2797-128 SEWING INSTRUCTOR** (educ.)

Instructs students in techniques and skills of sewing, tailoring and dressmaking:  
Distributes course manual and outlines course to students. Illustrates technique and explains importance of taking accurate body measurements to select correct pattern size. Shows students how to pin and lay patterns onto material, and how to cut out patterns according to pattern symbols or markings. Teaches students to alter or adjust patterns according to body measurements. Discusses choice of garments to be made during course. Explains fabric types, and advises students in selection of fabrics and sewing notions. Instructs students in operation and basic maintenance of sewing machine. Operates sewing machine to demonstrate button-holing, hemming, installation of zippers, and other techniques. Teaches hand-basting, hemming, and other basic

hand-sewing techniques. Demonstrates pressing and steaming techniques. Demonstrates and lectures on advanced dressmaking and tailoring techniques, and teaches students how to work with knits, leathers, furs, and unusual fabrics. Prepares operational reports. Services sewing machine and makes minor adjustments.

GED: 4 SVP: 7 PA: S 4 5 6 7 8 EC: I DPT: 2 2 1

APT.	INT.	TEMP.
G V N S P Q K F M E C		
3 3 4 2 3 4 3 3 4 4 4	5 6	4 5 9 0

**2797-130 GROUND-SCHOOL INSTRUCTOR** (educ.)

Instructs student pilots in ground-school classroom subjects:  
Develops course outlines and instructional procedures. Prepares study materials. Lectures, demonstrates and provides practical exercises. Instructs students in operation of radio, use of morse code, navigation procedures, meteorology, aircraft engine and airframe construction, air regulations and procedures, theoretical and practical use of aircraft instruments, and other matters related to piloting aircraft. Demonstrates use of aircraft emergency equipment. Tests students' progress using written and performance tests and personal interview techniques. Conducts instrument flight training exercises, using flight simulator, if required. Briefs students on route or airport characteristics and weather limitations, if required.

GED: 4 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 7

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 3 3 4 3 3 4 4 4 4	6 5	4 5 9 0 1

**2797-134 INSTRUCTOR, POLICE** (educ.)

Instructs recruits and other police personnel in law enforcement and police methodology:  
Prepares and delivers lectures covering various functions of police work; such as, investigative methods and techniques, jurisdiction, and aspects of law and community life. Teaches marksmanship and care of firearms. Instructs students in physical conditioning and methods of unarmed self-defence, such as karate and jujitsu. Evaluates and reports on performance of students.

GED: 4 SVP: 7 PA: L 4 5 6 7 EC: B DPT: 2 2 7

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 4 4 4 4 3 4 4 4 4	6 5	4 5 9 0 1

**2797-138 INSTRUCTOR, FLIGHT ATTENDANT** (educ.)

Trains flight attendants to render a variety of personal services to passengers of airline:  
Lectures trainees on company organization, personnel regulations and personal grooming. Provides introductory information on aviation, meteorology and airline terminology. Instructs trainees on methods of greeting passengers, verifying tickets, recording destinations, assigning seats, and ensuring that passengers comply with safety and smoking regulations. Demonstrates methods of serving food and beverages in flight. Teaches trainees how to detect signs of passenger discomfort. Teaches trainees use of cabin equipment, first aid and



MAJOR GROUP 27

emergency procedures. Prepares and revises training manual. Accompanies trainees on flights periodically to ensure that they adhere to airline regulations. Evaluates and records trainees' performance and discusses individual record with trainee.

GED: 4 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 2 2 7

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>3</u>	<u>3</u>	4	4	4	4	4	4	4	4	4			6	5		4	5	9 0 1

2797-142 TRAINING REPRESENTATIVE (educ.)

Prepares and conducts training programs for employees of commercial, industrial or governmental organizations:  
Reviews general or specific training requirements and objectives for orientation of new employees, on-the-job training, apprenticeship programs, health and safety practices, leadership development, sales techniques, refresher training or other adaptations to changes in policies, procedures or technology. Selects or develops training handbooks, demonstration models, visual aids, reference works or other teaching aids. Prepares teaching outlines and lesson plans. Instructs employees individually or in groups. Conducts lectures, demonstrations, seminars and workshops according to training needs and effectiveness of these methods. Tests and evaluates progress of trainees.

GED: 4 SVP: 7 PA: L 4 5 6 EC: I DPT: 2 2 7

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>3</u>	<u>3</u>	4	3	4	3	4	4	4	5	5			6	5		4	5	9 0 1

2797-146 INSTRUCTOR, AUTO DRIVING (educ.)

Instructs individuals and groups in theory and application of proper motor vehicle driving skills:  
Illustrates and explains handling and mechanical operation of motor vehicle, driving techniques and emergency procedures, using blackboard diagrams and audiovisual aids. Observes individual under actual driving conditions, explaining and demonstrating operation of brakes, clutch, gear-shift or automatic transmission, signals and lights. Teaches traffic regulations and insurance laws.

GED: 4 SVP: 6 PA: L 4 5 6 7 EC: B DPT: 2 2 3

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>3</u>	<u>3</u>	4	<u>3</u>	4	4	<u>3</u>	4	<u>3</u>	<u>3</u>	4			6	5		4	5	9 0

2797-199 OTHER INSTRUCTORS AND TRAINING OFFICERS

This residual group includes instructors and training officers not presently classified in Unit Group 2797.

2799-OTHER TEACHING AND RELATED OCCUPATIONS, N.E.C.

This unit group includes occupations, not elsewhere classified, concerned with teaching and related activities; such as

co-ordinating content and presentation of courses within school system; providing audiovisual, consultative and other educational resource assistance; and conducting correspondence courses and recreational or self-improvement training.

2799-110 PROGRAM CO-ORDINATOR (educ.)

Consults with teachers, principals and administrative officials of school system to co-ordinate programs, provide leadership and serve as resource person in particular subject area:  
Serves on curriculum committee to plan, develop and modify educational programs in particular subject area. Assists in selection of textbooks and teaching aids. Prepares curriculum guides for teachers. Visits schools on request to assist teachers in strengthening their skills in assigned subject, through discussion, advice and demonstration. Keeps aware of new developments in education. Organizes and conducts workshops and conferences to train teachers in new programs and methods. Plans interschool activities in subject areas such as music and physical education, if required.

GED: 5 SVP: 8 PA: S 5 6 EC: I DPT: 1 2 8

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>2</u>	<u>2</u>	3	4	4	3	4	4	4	5	5			6	2	5		9	5

2799-114 AUDIOVISUAL SPECIALIST (educ.)

Plans and co-ordinates selection and use of audiovisual teaching aids and materials to meet needs of school or school system:  
Advises teaching staff regarding selection of audiovisual materials for specific classes, based on knowledge of educational needs, and materials available. Consults with teaching staff to develop or improve audiovisual teaching methods and materials, and recommends purchase of additional equipment. Plans and supervises production of films, records and slides to present new teaching material. Supervises distribution, operation and maintenance of audiovisual equipment and supplies. Provides technical assistance to teaching staff in setting up and operating audiovisual equipment, if required.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 1 3 8

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>2</u>	<u>2</u>	3	3	<u>3</u>	4	3	3	3	5	4			6	9			9	5

2799-118 INSTRUCTOR, CORRESPONDENCE SCHOOL (educ.)

Instructs or tutors correspondence school students in academic, technical or other courses:  
Reviews lessons, test papers or questions to become knowledgeable in study course sent to student. Corrects returned test papers or questions and notes problems and progress of student. Instructs or tutors student by telephone or mail. Records and reports students' progress.

GED: 4 SVP: 7 PA: S 5 6 EC: I DPT: 2 2 8

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>2</u>	<u>2</u>	<u>3</u>	4	4	<u>3</u>	4	4	4	5	5			6	4			9	0



2799-122    EDUCATIONAL-RESOURCES  
              ASSISTANT (educ.)

Assists teaching and counselling staff in educational or other institution:  
Compiles lesson plans and administers and marks tests under direction of teachers or counsellors. Assists teacher in carrying out academic or therapeutic programs in regular or special education classes. Operates or assists teacher in operation of projectors, tape recorders and other audiovisual teaching aids. Catalogues and keeps maps, charts, laboratory and other equipment in good order. Stores or files test materials, test results and counselling records. See also definition for term title, 02-040 ASSISTANT (any ind.).

GED: 4 SVP: 6 PA: L 4 5 6 EC: B DPT: 6 6 7

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
3	<u>3</u>	3	3	3	<u>3</u>	4	3	3	5	4			6	9			9	0

2799-126    INSTRUCTOR, CHARM COURSE (educ.)

Instructs individuals or groups in techniques and methods of self-improvement:  
Observes appearance of individual to determine complexion, figure or posture problems. Instructs student in techniques of cosmetic application, and advises student on complexion care. Explains and demonstrates correct posture and graceful walking, sitting and other movements. Advises students on selection of basic wardrobe and on choice of hair style. Suggests exercise or diet programs to individuals with figure problems. Outlines accepted rules of etiquette.

GED: 4 SVP: 4 PA: L 5 6 7 EC: I DPT: 3 2 8

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>3</u>	<u>3</u>	4	3	3	4	4	4	4	5	<u>3</u>			6	8			5	9 X

2799-199    MISCELLANEOUS TEACHING AND RELATED  
              OCCUPATIONS

This residual group includes teaching and related occupations that cannot be classified elsewhere in Minor Group 279.



OCCUPATIONS IN MEDICINE AND HEALTH

This major group includes occupations concerned with preventing and diagnosing human and animal ailments, and prescribing and giving medical and surgical treatment for diseases and illnesses, including dental disorders; giving professional and non-professional nursing care and providing special therapeutic services; and providing pharmaceutical, dietary, optical and medical support services. Occupations in social work are classified in Minor Group 233, OCCUPATIONS IN SOCIAL WORK AND RELATED FIELDS. Administrators in medicine and health are classified in their appropriate unit group in Major Group 11, MANAGERIAL, ADMINISTRATIVE AND RELATED OCCUPATIONS. OCCUPATIONS IN MEDICINE AND HEALTH are classified in the following minor groups:

- 311 Health Diagnosing and Treating Occupations
- 313 Nursing, Therapy and Related Assisting Occupations
- 315 Other Occupations in Medicine and Health

311 – HEALTH DIAGNOSING AND TREATING OCCUPATIONS

This minor group includes occupations concerned with applying medical knowledge to prevent, diagnose and give medical and surgical treatment for human and animal diseases and illnesses; and examining, diagnosing, preventing and treating dental and oral disorders. Occupations concerned with diagnosing and treating human disorders by manipulative, naturopathic and podiatric methods are classified in this minor group. HEALTH DIAGNOSING AND TREATING OCCUPATIONS are classified in the following unit groups:

- 3111 Physicians and Surgeons
- 3113 Dentists
- 3115 Veterinarians
- 3117 Osteopaths and Chiropractors
- 3119 Health Diagnosing and Treating Occupations, n.e.c.

3111-PHYSICIANS AND SURGEONS

This unit group includes occupations concerned with preventing, diagnosing, and treating human illnesses. Activities include: conducting medical examinations, making diagnoses, prescribing and giving treatment for diseases, disorders and injuries of the human body and applying preventive medicine techniques; performing surgical operations in the treatment of injuries, diseases and disorders of the human body, and performing related tasks. Medical pathologists are classified in Unit Group 2133, BIOLOGISTS AND RELATED SCIENTISTS.

**3111-110 CARDIOLOGIST (medical)**  
Diagnoses and treats diseases of the heart and circulatory system:  
Performs duties similar to those of 3111-118 INTERNIST (medical).

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
1	1	2	2	2	3	3	2	2	4	3			7 4 5	0 5 9

**3111-111 ALLERGIST (medical)**  
Diagnoses and treats allergic conditions:  
Performs duties similar to those of 3111-118 INTERNIST (medical).

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
1	1	2	2	2	3	3	2	2	4	3			7 4 5	0 5 9



# MAJOR GROUP 31

## 3111-112 CARDIOVASCULAR AND THORACIC SURGEON (medical)

Performs surgery to treat congenital and acquired diseases within the chest, including heart, lungs and esophagus:  
Performs duties similar to those of 3111-146 SURGEON, GENERAL (medical).

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.			
G	V	N	S	P	Q	K	F	M	E	C							
1	1	2	1	1	3	1	1	1	4	4	7	4	5	0	5	9	Y

## 3111-114 DERMATOLOGIST (medical)

Diagnoses and treats diseases and disorders of human skin:  
Questions patient and examines skin. Orders or takes blood samples, smears and other specimens for laboratory analysis. Analyzes reports and findings of tests and examination to make diagnosis. Prescribes and administers medication and treatment. Treats skin infections, abscesses, scars and cutaneous growths, using superficial radiotherapy, dermabrasion and surgical procedures.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.			
G	V	N	S	P	Q	K	F	M	E	C							
1	1	2	1	1	3	3	2	2	4	3	7	4	5		0	5	9

## 3111-115 ENDOCRINOLOGIST (medical)

Diagnoses and treats diseases and disorders involving glands of internal secretions:  
Performs duties similar to those of 3111-118 INTERNIST (medical).

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.			
G	V	N	S	P	Q	K	F	M	E	C							
1	1	2	2	2	3	3	2	2	4	3	7	4	5		0	5	9

## 3111-116 GASTROENTEROLOGIST (medical)

Diagnoses and treats diseases of the stomach and intestine:  
Performs duties similar to those of 3111-118 INTERNIST (medical).

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
1	1	2	2	2	3	3	2	2	4	3		7	4	5		0	5	9

## 3111-117 HAEMATOLOGIST (medical)

Diagnoses and treats diseases of the blood:  
Performs duties similar to those of 3111-118 INTERNIST (medical).

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
1	1	2	2	2	3	3	2	2	4	3		7	4	5		0	5	9

## 3111-118 INTERNIST (medical)

Diagnoses and treats diseases and disorders of internal structures of the human body:  
Questions and examines patient. Orders and performs laboratory tests, X-rays and other diagnostic procedures. Analyzes reports and findings of tests, X-rays and examination to make diagnosis. Prescribes medication and recommends dietary, exercise and work-activity programs. Refers patient for surgery when indicated. Acts as consultant to other physicians and surgeons.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.			
G	V	N	S	P	Q	K	F	M	E	C							
1	1	2	2	2	3	3	2	2	4	3	7	4	5		0	5	9

## 3111-122 NEUROLOGIST (medical)

Diagnoses and treats organic diseases and disorders of the nervous system:  
Questions and examines patient. Examines X-rays, and orders or performs chemical, microscopic and other analyses of patient's blood and cerebro-spinal fluid to make diagnosis. Identifies presence of pathological blood conditions or parasites. Prescribes and administers medications and drugs.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.			
G	V	N	S	P	Q	K	F	M	E	C							
1	1	2	1	1	3	2	2	2	5	4	7	4	5		0	5	9

## 3111-124 NEUROSURGEON (medical)

Performs surgery involving skull, brain, spinal cord and nerves:  
Performs duties similar to those of 3111-146 SURGEON, GENERAL (medical).

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.					
G	V	N	S	P	Q	K	F	M	E	C									
1	1	2	1	1	3	1	1	1	4	4	7	4	5		0	5	9	8	Y

## 3111-125 NUCLEAR-MEDICINE SPECIALIST (medical)

Administers radioactive substances into human body to diagnose and treat disease:  
Examines patient and reviews case history to determine appropriate diagnostic or therapeutic procedure. Injects radioactive substance or administers oral dosage to patient to diagnose or treat disease. Supervises technologists in production of radiation scans and laboratory tests. Interprets scans and test results to determine nature and extent of disease. Advises referring physician or surgeon of findings.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I 6 DPT: 1 0 1

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
1	1	2	1	1	3	3	2	2	4	3	7	4	5	0	5	9

### 3111-126 OBSTETRICIAN-GYNAECOLOGIST (medical)

Provides total health care of women as related to reproduction and the reproductive organs:

Questions and examines patient. Orders and performs laboratory tests and other diagnostic procedures. Analyzes results of tests and physical examination to determine condition. Recommends plan for modified diet and physical activities. Prescribes medication. Delivers child and cares for mother following childbirth. Diagnoses and treats diseases of reproductive tract. Performs surgery.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.					
G	V	N	S	P	Q	K	F	M	E	C									
1	1	2	1	1	3	1	1	1	4	3	7	4	5	0	5	9	8	1	Y

### 3111-130 OPHTHALMOLOGIST (medical)

Diagnoses and treats eye deficiencies, diseases and injuries:

Examines patient for symptoms indicative of organic and congenital eye disorders. Performs tests to determine vision loss and nature and extent of injury, disease or other disorder. Prescribes and administers medications. Instructs patients in remedial eye exercises. Writes prescriptions for corrective glasses. Performs surgery.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.					
G	V	N	S	P	Q	K	F	M	E	C									
1	1	2	1	1	3	1	1	1	4	3	7	4	5	0	5	9	8	1	Y

### 3111-132 ORTHOPAEDIC SURGEON (medical)

Performs surgery to preserve and restore form and function of extremities, spine and associated structures:

Performs duties similar to those of 3111-146 SURGEON, GENERAL (medical).

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.					
G	V	N	S	P	Q	K	F	M	E	C									
1	1	2	1	1	3	1	1	1	4	4	7	4	5		0	5	9	8	Y

### 3111-134 OTOLARYNGOLOGIST (medical)

Diagnoses and treats diseases of the ear, nose and throat:

Examines affected organs, using audiometers, prisms, nasoscopes and other equipment to diagnose disease. Performs tests to determine extent of hearing and speech loss. Prescribes and administers medication. Performs surgery.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.						
G	V	N	S	P	Q	K	F	M	E	C										
1	1	2	1	1	3	1	1	1	4	3	7	4	5		0	5	9	8	1	Y

### 3111-138 PHYSIATRIST (medical)

Diagnoses disorders of locomotor system, and prescribes treatment for physical, mental and occupational rehabilitation of patients:

Examines patient and orders or performs electrodiagnoses and other procedures to diagnose disorder. Prescribes and administers light, heat, water and other therapy. Instructs paramedical personnel in nature and duration of treatment. Prescribes exercises to develop functions of specific anatomical parts and muscle groups. Refers patient to occupational therapists and other specialists. Prescribes and supervises fitting of prosthetic and orthotic appliances.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
1	1	2	1	1	3	4	4	4	5	4	7	4	5		0	5	9	1

### 3111-139 PLASTIC SURGEON (medical)

Performs surgery to restore appearance and function of parts of the face and body:

Performs duties similar to those of 3111-146 SURGEON, GENERAL (medical).

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
1	1	2	1	1	3	1	1	1	4	4	7	4	5	0	5	9	8	Y

### 3111-141 RADIATION ONCOLOGIST (medical)

Prescribes and directs radiation treatment of diseases of the human body:

Examines patient and reviews case history to determine treatment plan. Computes and adjusts radiation doses. Directs and supervises administration of radiation treatment to patient. Inserts radium and other radioactive materials into body cavities. Examines patient periodically for signs of recurrence or spread of disease.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I 6 DPT: 1 0 1

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
1	1	2	1	1	3	3	2	2	4	3	7	4	5	0	5	9

### 3111-142 RADIOLOGIST, DIAGNOSTIC (medical)

Interprets X-ray films to diagnose diseases and disorders of human body:

Administers radiopaque substances to patient to render internal structures and organs visible on X-ray films. Views X-ray films to diagnose disease or disorder. Reports findings to referring physician or surgeon.

GED: 6 SVP: 9 PA: L 4 7 EC: I 6 DPT: 1 0 1

# MAJOR GROUP 31

APT.	INT.	TEMP.
G V N S P Q K F M E C		
1 1 2 1 1 3 3 2 3 5 4	7 4 5	0 5 9

## 3111-143 RESPIROLOGIST (medical)

Diagnoses and treats disorders of respiratory system:  
Performs duties similar to those of 3111-118 INTERNIST (medical).

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.	INT.	TEMP.
G V N S P Q K F M E C		
1 1 2 2 2 3 3 2 2 4 3	7 4 5	0 5 9

## 3111-144 RHEUMATOLOGIST (medical)

Diagnoses and treats arthritis and rheumatic diseases:  
Performs duties similar to those of 3111-118 INTERNIST (medical).

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.	INT.	TEMP.
G V N S P Q K F M E C		
1 1 2 2 2 3 3 2 2 4 3	7 4 5	0 5 9

## 3111-146 SURGEON, GENERAL (medical)

Performs surgery and provides related medical care to correct deformities, to repair injuries, and to improve functions of human body:  
Questions and examines patient, and reviews case history. Orders and performs laboratory tests, X-rays and other diagnostic procedures. Prescribes medication and remedial therapy. Analyzes reports and findings of tests, X-rays and examination to determine necessity of surgery. Orders preparation of patient, and consults with anaesthetist. Verifies that antiseptic and aseptic methods have been followed in surgical set-up. Performs surgery. Prescribes post-operative care, and observes progress of patient. Records data on operations performed. Prescribes physiotherapy and other therapeutic treatment to aid in rehabilitation of patient.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.	INT.	TEMP.
G V N S P Q K F M E C		
1 1 2 1 1 3 1 1 1 4 4	7 4 5	5 0 8 9 Y

## 3111-150 UROLOGIST (medical)

Diagnoses and treats diseases of the genito-urinary organs and tract:  
Examines patient, using X-rays, fluoroscopy and other diagnostic aids. Prescribes or performs treatment, using diathermy machine, catheter, cystoscope and similar equipment. Prescribes and administers medication. Performs surgery.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.	INT.	TEMP.
G V N S P Q K F M E C		
1 1 2 1 1 3 1 1 1 4 3	7 4 5	0 5 9 8 1 Y

## 3111-154 ANAESTHETIST (medical)

Administers anaesthetics to prevent pain, and maintains major bodily functions throughout surgical procedures:

Examines patient to determine appropriate anaesthetic and sedation. Discusses findings with attending physician and surgeon. Administers inhalation, intravenous, spinal or other anaesthetic. Institutes remedial measures to counteract adverse reactions or complications. Monitors vital signs of patient throughout surgical procedure and in immediate post-operative period. Records type and amount of anaesthetic and sedation administered, and condition of patient before, during and after anaesthesia. Works with other members of health-care team to diagnose and treat patients requiring intensive care or resuscitation.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.	INT.	TEMP.
G V N S P Q K F M E C		
1 1 2 2 1 3 3 2 2 4 3	7 4 5	0 5 9 8 Y

## 3111-158 PAEDIATRICIAN (medical)

Diagnoses and treats childrens' diseases and disorders:

Examines patient to determine presence of disease or disorder. Orders and performs laboratory tests and other diagnostic procedures. Prescribes and administers medications, immunizations and other treatments. Consults with other medical practitioners regarding childrens' illnesses. Diagnoses and treats prenatal abnormalities and malformations. Performs surgery, if required.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.	INT.	TEMP.
G V N S P Q K F M E C		
1 1 2 1 1 3 2 2 2 5 4	7 4 5	0 5 9 8 1

## 3111-162 PSYCHIATRIST (medical)

Diagnoses and treats mental illnesses and behavioural disorders:

Studies patient's medical and mental history as obtained from patient, relatives and other sources. Examines patient to determine general physical condition. Orders laboratory tests, skull X-rays, psychological assessment tests, and other diagnostic procedures. Evaluates results of tests and examination to diagnose nature and extent of disorder. Prescribes and administers medication, psychotherapy, electro-convulsive therapy, and other treatments.

GED: 6 SVP: 9 PA: L 4 5 6 7 EC: I DPT: 1 0 4

APT.	INT.	TEMP.
G V N S P Q K F M E C		
1 1 2 1 1 3 4 4 4 5 4	7 4 5	0 5 9

## 3111-165 RESIDENT PHYSICIAN OR SURGEON (medical)

Performs medical duties in an approved hospital as a requirement for certification as a specialist:

Performs duties for specified length of time following graduation from medical school and internship to gain advanced graduate education and practical experience in family medicine or in a particular branch of medicine or surgery.



GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 1 0 1

### 3111-166 PHYSICIAN, GENERAL PRACTICE (medical)

Diagnoses and treats diseases, disorders and injuries of the human body:

Questions and examines patient. Orders and performs laboratory tests, X-rays and other diagnostic procedures. Analyzes reports and findings of tests, X-rays and examination to diagnose condition. Prescribes and administers treatments and drugs. Prescribes physiotherapy and other remedial treatments. Inoculates and vaccinates patient to prevent communicable diseases. Advises patients to follow good diet, exercise and other health habits to aid in prevention of disease and disorders. Provides pre- and post-natal care, and delivers babies. Reports births, deaths and contagious diseases to governmental authorities. Refers patient to specialists, and assists in surgical procedures. Conducts insurance and pre-employment physical examinations. Performs surgery, if required.

GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
1	1	2	1	1	3	2	2	2	4	3	7	4	5	0	5	9	8	1

### 3111-170 PHYSICIAN, OCCUPATIONAL HEALTH (medical)

Provides medical services and administers health program in industrial establishment:

Provides medical treatment for occupational injury or illness of employee. Refers employee to private physician for prolonged or specific treatment. Performs pre-employment, periodic and special medical examinations as prescribed by law or regulations. Recommends suitable placement of workers for rehabilitation purposes. Oversees maintenance of medical reports and records. Recommends occupational safety and health procedures. Directs activities of dispensary, first-aid station and infirmary of industrial establishment, if required.

GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.	TEMP.					
G	V	N	S	P	Q	K	F	M	E	C							
1	1	2	1	1	3	2	2	2	5	4	7	4	5	0	5	9	1

### 3111-174 MEDICAL OFFICER, CIVIL AVIATION (medical)

Advises government departments and airlines on aero-medical aspects of aviation, and performs medical examinations of flight personnel:

Investigates and prepares reports on aircraft accidents when human error is possible contributor. Compiles and distributes data on air-accident survival and other aeromedical information. Performs periodic medical examinations of flight personnel and pre-licensing examinations of candidates. Provides emergency medical attention at airport, if required.

GED: 6 SVP: 8 PA: L 5 6 7 EC: B DPT: 1 0 4

APT.											INT.	TEMP.				
G	V	N	S	P	Q	K	F	M	E	C						
1	1	2	1	1	3	2	2	2	5	4	7	4	5	0	5	9

### 3111-178 INTERN (medical)

Performs medical duties in an approved hospital to meet licensing requirements for the practice of medicine:

Performs duties for a specified length of time following graduation from medical school to gain training and practical experience and to meet licensing requirements.

GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 1 0 1

### 3111-199 OTHER PHYSICIANS AND SURGEONS

This residual group includes physicians and surgeons not presently classified in Unit Group 3111.

## 3113-DENTISTS

This unit group includes occupations concerned with examining, diagnosing, preventing and treating ailments or abnormalities of gums, teeth and related structures. Oral pathologists are classified in Unit Group 2133, BIOLOGISTS AND RELATED SCIENTISTS. Denturists, Dental Hygienists, Dental Assistants, and Dental Technicians are classified in Unit Group 3157, DENTURISTS, DENTAL HYGIENISTS, DENTAL ASSISTANTS, AND DENTAL TECHNICIANS.

### 3113-110 ENDODONTIST (medical)

Diagnoses and treats diseases of pulp and root canal of teeth and related oral structures:

Examines teeth, gums and related tissues, using dental instruments, X-rays and other equipment. Diagnoses condition and plans treatment. Performs surgery to remove pulp and diseased tissues. Treats infected root canals and surrounding tissues, and fills root canals. Treats and reinserts or aligns displaced teeth. Bleaches discoloured teeth to restore natural appearance.

GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
1	1	2	1	2	4	2	2	2	4	3		7	4	1	5	1 5 0 Y

### 3113-114 ORAL SURGEON (medical)

Performs surgery to treat injuries, diseases, malformations and deficiencies of the mouth and jaw:

Examines patient to determine nature of problem, using X-rays and other diagnostic equipment. Diagnoses condition and plans treatment. Administers local or general anaesthetic. Performs single and multiple extractions, including removal of infected and impacted teeth. Recontours soft tissue and tooth socket for insertion of dental prosthesis. Performs surgery to correct abnormal jaw relations. Removes cysts, tumours and other growths. Repairs jaw and facial injuries and birth deformities of lip and palate.

GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 1 0 1

# MAJOR GROUP 31

APT.											INT.			TEMP.						
G	V	N	S	P	Q	K	F	M	E	C										
1	1	2	1	2	4	2	1	2	4	3		7	4	1	5	1	5	8	0	Y

## 3113-118 ORTHODONTIST (medical)

Diagnoses and corrects abnormalities in growth development and position of teeth and other dental-facial structures:  
Examines patient, using cephalometric and other X-rays and dental photographs. Diagnoses condition and plans treatment. Designs and fabricates appliances to correct abnormal position and relationship of teeth and jaws, or prepares specifications for fabrication by dental technician. Fits and adjusts appliances.

GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
1	1	2	1	2	4	2	2	2	4	3	7	4	1	5	1	5	0	Y

## 3113-122 PAEDODONTIST (medical)

Diagnoses and treats injuries, diseases and malformations of the mouth of children:  
Examines teeth, gums and related tissues, using X-rays, dental instruments and other equipment. Diagnoses condition and plans treatment. Cleans teeth. Coats teeth with fluorides. Administers anaesthetics, fills cavities and extracts teeth. Monitors growth pattern of permanent teeth. Inserts space maintainers or corrective-arch wires to reposition teeth. Treats pulp of injured teeth. Instructs parents and children in dental health and hygiene.

GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
1	1	2	1	2	4	2	2	2	4	3	7	4	1	5	1	5	0	Y

## 3113-126 PERIODONTIST (medical)

Diagnoses and treats disorders and diseases affecting gums and other tissues surrounding teeth:  
Examines patient's teeth, gums and other tissues surrounding teeth. Diagnoses condition and plans treatment. Cleans and polishes teeth to remove plaque and calculus. Performs gingivectomies, flap operations and other periodontal surgery, using surgical, ultrasonic and electro-surgical instruments. Monitors patient's progress to ensure maintenance of restored functions and that proper oral health practices are followed.

GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
1	1	2	1	2	4	2	2	2	4	3	7	4	1	5	1	5	0	Y

## 3113-130 PROSTHODONTIST (medical)

Replaces missing teeth and corrects irregularities of mouth and jaws with dental prostheses to improve speech, mastication and appearance:  
Examines patient's teeth, mouth and jaws. Measures patient's mouth and jaws with face bows, dental articulators and other devices to determine size and shape of dental prostheses. Takes impression and constructs moulds of teeth, gums and jaws. Designs prostheses and writes specifications for dental technician. Restores missing or deformed oral structures and tissues, using dental prostheses and replacement materials. Replaces missing teeth with complete or partial dentures and bridges. Restores damaged or broken teeth with crowns and inlays. Fits and adjusts prosthetic devices, and provides follow-up care.

GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
1	1	2	1	2	4	2	2	2	4	3	7	4	1	5	1	5	0	Y

## 3113-134 DENTIST (medical)

Diagnoses and treats diseases, injuries and malformations of teeth, gums and related oral structures, and prescribes and administers preventive procedures:  
Examines teeth, gums and other tissues, using X-rays and dental equipment. Diagnoses condition and plans treatment. Administers local or general anaesthetic. Fills cavities with amalgam, silver, gold or other material. Replaces portion of tooth crown with inlay or artificial crown. Performs minor oral surgery, including extractions of erupted and impacted teeth. Takes dental impressions. Designs bridgework and partial or complete dentures. Constructs dental appliances or writes specifications for dental technician. Cleans teeth. Instructs patients in oral hygiene to prevent dental problems. Monitors growth pattern of patient's teeth. Refers patients to specialists.

GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 1 0 1

APT.											INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
2	2	2	1	2	4	2	2	2	4	3	7	4	1	5	1	5	0	Y

## 3113-199 OTHER DENTISTS

This residual group includes dentists not presently classified in Unit Group 3113.

## 3115-VETERINARIANS

This unit group includes occupations concerned with diagnosing, treating, controlling and preventing animal disorders and disease and with performing other functions requiring a knowledge of veterinary medicine; such as, advising clients on feeding, breeding and care of animals; operating hospitals; and raising animals to be used in research. Veterinarians primarily concerned with research into the nature of animal disorders and the structure, composition and life processes of animals, parasites and micro-organisms are classified in Unit Group 2133, BIOLOGISTS AND RELATED SCIENTISTS.

**3115-110 VETERINARIAN** (prof. & tech., n.e.c.)

Diagnoses and treats diseases and disorders of animals: Examines animal to determine presence and nature of abnormal condition. Arranges for or performs laboratory tests, X-rays and other diagnostic tests. Prescribes and administers medications and anaesthetics. Inoculates animals against disease. Performs obstetrical services and surgery, dresses wounds, and sets bones. Performs autopsies to determine causes of death. Advises clients on sanitary measures and on hygiene, feeding, breeding and care of animals. Inspects animals, animal products and by-products at ports of entry and other locations for evidence of disease or contamination. Supervises the raising of animals in research establishments. Advises commercial firms producing feeds or biological or pharmaceutical products. Operates animal hospital, clinic, or animal-boarding establishment. Assists in treating and controlling diseases of fish and other aquatic animals, if required.

GED: 5 SVP: 8 PA: M 4 5 6 7 EC: I 6 7 DPT: I 0 1

APT.												INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
2	2	2	1	2	4	2	2	2	5	3		7	6	5		0	9

**3117-OSTEOPATHS AND CHIROPRACTORS**

This unit group includes occupations concerned with diagnosing and treating, mainly by manipulative methods, disorders of bones, muscles, blood vessels and other tissues of human body, and relieving illness due to pressure upon the nervous system.

**3117-110 CHIROPRACTOR** (medical)

Adjusts spinal column and other articulations to treat disorders of human body believed to be caused by interference with nervous system: Examines, questions and observes patient to diagnose extent of illness or disorder. Performs or orders electrocardiograms, X-rays, spinal-analysis and other medical tests to aid in diagnosis. Adjusts position of displaced vertebrae and other articulations, using manipulative therapy. Treats patient with heat, light, electric and water therapy, or directs other workers to administer treatments. Prescribes corrective exercises, diet and other programs.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: I 0 4

APT.												INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
2	2	3	2	3	4	3	3	3	4	4		7	4	5		5	9

**3117-114 OSTEOPATH** (medical)

Diagnoses disorders of human body and treats them with emphasis on manipulative therapy: Examines, questions and observes patient to diagnose disorder. Performs or orders blood analysis, urinalysis, electrocardiogram, X-rays and other tests to aid in diagnosis. Treats disorders of musculo-skeletal, circulatory and nervous systems, using manipulative therapy and medical procedures. Prescribes medication and performs minor surgery where permitted by provincial legislation.

GED: 6 SVP: 8 PA: L 4 5 6 7 EC: I DPT: I 0 4

APT.												INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
1	1	2	1	2	4	2	1	1	4	4		7	4	5		5	0

**3119-HEALTH DIAGNOSING AND TREATING OCCUPATIONS, N.E.C.**

This unit group includes occupations, not elsewhere classified, concerned with health diagnosis and treatments in fields such as naturopathic medicine, and podiatry.

**3119-110 PODIATRIST** (medical)

Diagnoses and treats diseases, disorders and deformities of human foot:

Diagnoses tumors, ulcers, fractures, skin and nail diseases and deformities, using blood analysis, urinalysis, X-rays and other tests. Treats flat or weak feet, foot imbalance and other deformities, using electrical and mechanical techniques. Treats corns, calluses, ingrown nails and other disorders, using surgical tools. Prescribes and administers medications. Corrects deformities, using plaster casts, strappings, braces and prosthetic devices. Prescribes corrective footwear. Advises patients concerning treatment of disorders and proper foot care. Refers patients to physicians when symptoms observed in feet and legs indicate systemic disorders.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: I 0 1

APT.												INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
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**3119-114 NATUROPATH** (medical)

Treats body disorders by a system based on natural laws governing the body:

Examines, questions and observes patient to diagnose disorder. Treats disorder, using water, light, heat, electrotherapy, massage, manipulation and psychology. Prescribes treatment and diet which includes natural foods and herbs, corrective exercises and other methods of nature.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: I 0 4

APT.												INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
2	2	3	3	3	4	3	4	3	5	3		7	4	5		0	9

**3119-118 FITNESS CONSULTANT** (amuse. & rec.; medical)

Tests physical fitness of clients, designs individual fitness programs, and provides fitness counselling to general public:

Reads medical examination reports and client's personal history reports to determine risk factors and fitness objectives. Measures and records client's bodily proportions, weight, and thickness of skin folds. Directs client to perform various exercises, and observes client to determine flexibility, endurance and strength. Monitors client's heart rate, blood pressure, and respiration, at rest and during exercise, using electrocardiograph, sphygmomanometer, and other measuring and recording devices. Analyzes test results to determine client's fitness level



and specific weaknesses. Consults with client's physician when developing fitness program for post-coronary patient or client with other serious health problems. Designs exercise program to develop client's fitness level. Trains exercise leaders, and demonstrates exercises and use of equipment. Plans therapeutic or recreational exercise programs for groups of people with specific health problems or common fitness objectives. Supervises and assesses performance of staff. Lectures to community groups, sports organizations, schools, and other organizations and institutions on importance of physical fitness.

GED: 5 SVP: 7 PA: M 3 4 5 6 EC: I DPT: 1 2 7

APT.											INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C		
2	2	3	4	2	4	4	4	4	5	5	7 4 5	0 9 5

3119-199 OTHER HEALTH DIAGNOSING AND TREATING OCCUPATIONS

This residual group includes occupations concerned with health diagnosis and treatments that cannot be classified elsewhere in Minor Group 311.

313 – NURSING, THERAPY AND RELATED ASSISTING OCCUPATIONS

This minor group includes occupations concerned with providing nursing services to the sick, injured or infirm and health services to public, providing nursing consultative services; giving health treatment to patients; and providing therapeutic programs to assist in the rehabilitation of patients. These occupations are classified in the following unit groups:

- 3130 Supervisors, Nursing Occupations
- 3131 Nurses, Graduate, Except Supervisors
- 3134 Registered Nursing Assistants
- 3135 Nursing Attendants
- 3137 Physiotherapists, Occupational and Other Therapists
- 3139 Nursing, Therapy and Related Assisting Occupations, n.e.c.

3130-SUPERVISORS, NURSING OCCUPATIONS

This unit group includes occupations concerned with supervising and co-ordinating the activities of personnel engaged in nursing and related assisting tasks.

3130-199 OTHER SUPERVISORS, NURSING OCCUPATIONS

This residual group includes supervisors of nursing occupations not presently classified in 3130.

3131-NURSES, GRADUATE, EXCEPT SUPERVISORS

This unit group includes occupations concerned with giving nursing care to the sick, injured and infirm; giving nursing advice and health counselling; assisting physicians; and performing other nursing activities in establishments; such as hospitals, clinics, schools, industrial plants, private and nursing homes.

3130-110 NURSE, SUPERVISOR (medical)

Supervises and co-ordinates activities of nursing and auxiliary personnel:  
Participates in planning and developing policies for nursing services and procedures for nursing activities. Ensures that physicians' orders and appropriate nursing and administrative procedures are followed. Assists with selecting nursing staff and evaluating their performance. Observes patients and nursing service areas to ensure that proper nursing care is given. Co-ordinates nursing and patient activities with services of other departments. Supervises or assists with orientation and in-service training. Assists in preparation of budget. Ensures that supplies and equipment are ordered.

GED: 5 SVP: 7 PA: S 4 5 6 7 EC: I DPT: 1 3 8

APT.											INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C		
2	2	3	3	3	3	4	4	4	5	3	6 5 2	4 5 0 Y 1

3131-110 NURSE, CONSULTANT (medical)

Advises hospitals, nursing schools, and various government and industrial organizations on policies, procedures and problems related to nursing activities, health services and social and economic welfare of nurses:  
Reviews administrative procedures of nursing organizations, and recommends changes. Analyzes nursing techniques and recommends modifications. Assists schools, hospitals, and public and occupational health services in planning nursing curricula and nursing-service programs. Promotes and assists with nursing educational programs, field workshops and seminars. Advises groups and individuals of services available through community resources. Confers with nursing groups

on matters relating to professional, educational and economic-welfare problems. Prepares or furnishes information for news articles and lectures.

GED: 5 SVP: 7 PA: S 5 6 EC: I DPT: 1 2 8

APT.													INT.	TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
2	2	3	4	4	4	4	4	4	5	5			6	4	7	
														5	9	1

### 3131-111 CLINICAL-NURSE SPECIALIST (medical)

Performs and develops specialized nursing procedures and acts as a nursing consultant and educator:

Cares for patients requiring specialized nursing care to develop appropriate nursing procedures. Instructs nurses and other health care staff in specialized nursing procedures to improve quality of nursing care. Co-ordinates activities of nursing staff and health team to provide continuity of care for patient. Instructs patients and their families in home care plans and in maintenance of healthful environment. Maintains and analyzes records and reports on nursing care of patient.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 1 2 4

APT.													INT.	TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
2	2	3	4	4	4	4	4	4	5	5			4	6	7	
														5	9	1

### 3131-112 NURSE, OUTPOST (medical)

Provides nursing care and health education services in areas where physician is not continuously available:

Examines patients and records health histories. Takes X-rays, and processes and interprets films. Performs laboratory tests and evaluates results. Determines treatment required and whether medical assistance is necessary. Obtains advice from physician by radio-telephone, satellite or other means of communication. Administers total nursing care to patients in nursing station and at home. Arranges for evacuation of patients suffering from acute illness or serious injury. Provides pre- and post-natal care, and performs midwifery duties. Instructs classes in home nursing, health education and disease prevention. Travels to homes, schools and other community centres by aircraft, boat, snowmobile and other means of travel to give nursing care and health instruction. Conducts health surveys and immunization programs. Instructs health aides (lay workers) via radio-telephone in first-aid treatment where professional medical care is unavailable. Records and analyzes health histories, immunization data, and other information. Sets simple fractures and stitches wounds, if required. Works through interpreter, if required.

GED: 5 SVP: 7 PA: M 3 4 5 6 7 EC: B 6 DPT: 1 2 4

APT.													INT.	TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
2	2	3	3	3	4	3	3	3	4	3			4	7	6			
														1	8	5	0	Y

### 3131-114 NURSE, SCHOOL (medical)

Examines students and plans and administers policies, standards and objectives of school health program in co-operation with medical authorities and school administration:

Examines students and evaluates their health and progress of health

program. Counsels students on health matters. Instructs classes in health education, disease prevention, and related subjects. Establishes emergency nursing policies, and advises on accident prevention and safety programs. Identifies and attempts to meet emotional, physical and health needs of students in co-operation with school personnel, parents and community agencies. Tests students for vision and hearing. Administers immunizations. Maintains and analyzes health records of students. Prepares and submits statistics and health reports. Assists in program for care of handicapped children, if required.

GED: 5 SVP: 7 PA: M 4 5 6 7 EC: I DPT: 3 2 4

APT.													INT.	TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
2	2	3	3	3	4	3	3	3	4	3			6	7	4			
														1	0	5	Y	8

### 3131-118 NURSE, PUBLIC HEALTH (medical)

Provides nursing care to patients in private homes and in government and voluntary health agencies, clinics and similar establishments, and instructs individuals and groups in health education:

Provides home nursing care and advises families on care of patients and maintenance of healthful environment. Administers prescribed treatment to patients afflicted with mental and physical disorders. Assists patients with physical, social, emotional and other problems to secure aid through community resources. Instructs individuals and groups in maternal and child care. Provides counselling and information on family planning, parenthood and other health topics. Assists in preparation of special studies and in research programs. Participates in community health-education campaigns on safety, communicable disease control, nutrition, drugs and other topics.

GED: 5 SVP: 7 PA: M 4 5 6 7 EC: I DPT: 3 2 4

APT.													INT.	TEMP.			
G	V	N	S	P	Q	K	F	M	E	C							
2	2	3	3	3	4	3	3	3	4	3			6	7	4		
														1	5	0	Y

### 3131-122 NURSE, OCCUPATIONAL HEALTH (medical)

Provides nursing services to employees or persons on premises of stores, industrial plants or other establishments:

Provides first-aid and arranges for seriously-ill or injured to be transported to hospital, or calls physician. Maintains records of persons treated, and prepares accident reports for insurance and statistical purposes. Advises employees and employers concerning health and safety. Visits sick or injured at home or in hospital. Assists physician or carries out pre-employment examinations and regular health assessment of staff. Advises personnel department of pertinent medical findings. Inspects and advises on plant facilities and working conditions. Assists in or conducts first-aid training programs for employees. Develops health and welfare programs in community. Provides nursing care to employees' dependents, if required.

GED: 5 SVP: 7 PA: L 4 5 6 7 EC: I DPT: 3 6 4

APT.													INT.	TEMP.			
G	V	N	S	P	Q	K	F	M	E	C							
2	2	3	4	3	4	3	3	3	4	3			4	7			
														5	8	9	Y

# MAJOR GROUP 31

## 3131-126 NURSE, DOCTOR'S OFFICE OR CLINIC (medical)

Provides nursing care to patients in doctor's office or clinic: Prepares patients for and assists with medical examinations. Administers medications, dresses wounds and incisions, and provides other nursing care. Explains physician's instructions to patients, and provides health counselling. Maintains records of patients' vital statistics and other data. Cleans and sterilizes instruments and equipment. Assists with emergencies and minor surgery. Performs receptionist and secretarial duties, if required.

GED: 4 SVP: 7 PA: M 4 5 6 7 EC: I DPT: 3 6 4

APT.													INT.		TEMP.	
G	V	N	S	P	Q	K	F	M	E	C						
2	2	3	3	3	4	3	3	3	4	4			4 7		5 Y	

## 3131-130 NURSE, GENERAL DUTY (medical)

Provides total nursing care for patients in hospitals, nursing homes, extended-care facilities and other establishments: Discusses and plans total nursing care of assigned patients with physician and other members of health team. Directs activities of nursing team or performs nursing activities to provide nursing care of patients. Administers prescribed medications and treatments. Observes, records and reports symptoms and changes in patients' condition. Makes nursing rounds and accompanies physician on medical rounds to evaluate needs of individual patients and to assess effectiveness of nursing care. Counsels patient and family in health care and treatment to be continued at home. Directs or carries out established procedures to prepare essential facilities and equipment, and assists physician in examinations, treatments, surgery and deliveries. Performs nursing activities in obstetrics, paediatrics, orthopaedics and other clinical specializations.

GED: 4 SVP: 7 PA: M 4 5 6 7 EC: I DPT: 3 6 4

APT.													INT.		TEMP.	
G	V	N	S	P	Q	K	F	M	E	C						
2	2	3	3	3	4	3	3	3	4	3			4 7		5 Y 1 8	

## 3131-134 NURSE, PRIVATE DUTY (medical)

Provides nursing care on an independent contract basis, usually to one patient in hospital or in private or nursing home: Administers prescribed medications, treatments and dressings, and attends to other aspects of nursing care. Observes, records and reports changes in patient's condition. Provides emergency medical care as authorized by legislation and health agency policies, and notifies physician of patient's condition. Counsels patient in good health habits. Advises family members concerning treatment of patient and maintenance of healthful environment. Liaises with other medical personnel and community agencies providing assistance to patient.

GED: 4 SVP: 7 PA: M 4 5 6 7 EC: I DPT: 3 6 4

APT.													INT.		TEMP.	
G	V	N	S	P	Q	K	F	M	E	C						
2	3	3	3	3	4	3	3	3	4	3			4 7		5 8 Y	

## 3131-138 NURSE, PSYCHIATRY (medical)

Provides nursing care to patients with mental and emotional problems in hospitals and clinics or in private homes: Administers prescribed medications and treatments, and attends to total nursing care of assigned patients. Observes, records and reports symptoms and changes in patient's condition. Confers with psychiatrists, psychologists, social workers, occupational therapists and other specialists to evaluate patient's condition and to plan therapy. Encourages patients to participate in routine work functions and recreational, community and other activities to build up self-confidence and to develop relationships with others. Counsels patients at home or in clinic and evaluates patient's adjustment in community.

GED: 4 SVP: 7 PA: M 4 5 6 7 EC: I DPT: 3 6 4

APT.													INT.		TEMP.	
G	V	N	S	P	Q	K	F	M	E	C						
2	3	3	3	3	4	3	3	3	4	3			4 6 7		5 Y	

## 3131-199 OTHER NURSES GRADUATE, EXCEPT SUPERVISORS

This residual group includes graduate nurses not presently classified in Unit Group 3131.

## 3134-REGISTERED NURSING ASSISTANTS

This unit group includes occupations concerned with giving routine nursing care to patients. Activities include: taking and recording temperature, pulse, respiration and blood pressure; giving baths and shaving patients; serving nutrients and feeding patients.

### 3134-110 REGISTERED NURSING ASSISTANT (medical)

Provides nursing care for patients in hospitals, nursing homes, clinics and similar establishments: Takes and records blood pressure, temperature, pulse and respiration rates. Applies dressings and administers injections, medications and treatments under supervision. Reports and records observations and symptoms indicative of change in condition of patients. Assists with admission and discharge of patients. Bathes patients, makes beds, and assists with rehabilitation procedures. Feeds and assists patients in feeding themselves. Answers call bells and patients' or visitors' inquiries, and performs other bedside services. Performs duties in operating room, outpatients, and other specialized areas, if required.

GED: 3 SVP: 5 PA: M 3 4 5 6 7 EC: I DPT: 5 6 4

APT.													INT.		TEMP.	
G	V	N	S	P	Q	K	F	M	E	C						
3	3	4	4	4	4	3	3	3	4	4			4 1		1 5	

## 3135-NURSING ATTENDANTS

This unit group includes occupations concerned with providing auxiliary services in care of patients. Activities include: answering patients' call-bells, serving and collecting food trays, feeding patients, adjusting beds, setting up equipment,



sitting with patients, and performing other routine tasks. Registered nursing assistants are classified in Unit Group 3134, REGISTERED NURSING ASSISTANTS.

3135-110 NURSE AIDE (medical)

Assists with care of patients in hospitals, extended-care facilities, nursing homes, clinics and similar establishments:  
Answers call-bells to determine patients' needs. Bathes, dresses and undresses patients. Takes and records temperature, pulse and respiration rates. Measures and records patients' fluid intake and output. Distributes and collects food trays. Pushes wheelchair or stretcher to transport patients to treatment unit. Cleans, sterilizes and distributes treatment trays, instruments and other supplies. Cleans and makes beds. Tidies utility, supply and other work areas. Feeds patients, if required. Performs duties in psychiatric unit, outpatients, and other specialized areas, if required.

GED: 3 SVP: 4 PA: M 3 4 7 EC: I DPT: 5 6 4

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
4	4	4	4	4	4	4	4	3	4	4			4	3	1		5	3

3135-114 ORDERLY (medical)

Assists with care of male patients in hospital, extended-care facilities, nursing homes and similar establishments:  
Bathes and shaves patients. Measures and records patients' fluid intake and output. Gives enemas, and shaves skin area for surgical procedure. Takes and records temperature, pulse and respiration rates. Makes beds and cleans utility rooms. Lifts patient on or off bed, and pushes wheelchair or stretcher to transport patient to treatment area. Distributes and collects food trays. Cleans, sterilizes and distributes ward equipment. Prepares and accompanies body of deceased patient to morgue. Assists physician in application of plaster casts. Feeds patients, if required. Performs duties in psychiatric unit, outpatient, and other specialized areas, if required.

GED: 3 SVP: 4 PA: M 3 4 7 EC: I DPT: 5 6 4

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
4	4	4	4	4	4	4	4	3	4	4			4	3	1		5	3

3137-110 AUDIOLOGIST (medical)

Provides diagnostic evaluation and rehabilitative services and conducts research related to hearing:  
Administers air and bone conduction and other audiometric tests and examinations to determine hearing efficiency. Co-ordinates audiometric results with medical, social, behavioural and other diagnostic data. Evaluates total response pattern and acoustic tests to differentiate between organic and non-organic hearing loss. Plans, directs and participates in counselling, speech-reading and other rehabilitation programs. Acts as consultant to educational, medical and other professional groups. Conducts research in physiology, pathology, biophysics and psychophysics of auditory system, if required. Designs and develops clinical and research procedures and apparatus, if required.

GED: 5 SVP: 7 PA: S 4 5 6 7 EC: I DPT: 1 0 4

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
2	2	3	3	3	3	4	4	4	5	4			7	4	5	6		5 9 0

3137-114 SPEECH PATHOLOGIST (medical)

Diagnoses and treats speech, language and voice disorders, and performs related research:  
Administers tests and observes patient to diagnose nature of disorder and to evaluate degree of impairment. Plans and conducts remedial exercises and programs to correct stuttering, abnormal articulation and other disorders. Provides speech training for patient with communication problems caused by cerebral palsy, surgical removal of larynx, hearing deficiencies or other impairments. Plans individual or group therapy in rehabilitation of communication disorders. Counsels and guides language-handicapped individuals and their families, teachers or employers. Acts as consultant to educational, medical, dental and other professional groups. Conducts research related to development of diagnostic and treatment techniques and procedures, or design of apparatus.

GED: 5 SVP: 7 PA: S 5 6 EC: I DPT: 1 0 8

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
2	2	3	3	3	3	4	4	4	5	4			7	4	5	6		5 9 0

3137-118 OCCUPATIONAL THERAPIST (medical)

Plans and carries out treatment programs based on activities such as work, education and recreation to rehabilitate physically and mentally disabled persons:  
Administers tests and observes patient to assess emotional, mental and physical capacities of patient. Plans and directs programs in manual and creative arts, industrial and vocational skills, recreational activities, remedial games, cultural and educational interests, and play activities for children. Conducts group programs to assist patients in building self-confidence and in adjusting to family and community. Trains handicapped patients in self-care and daily living activities. Advises and instructs patients on specially-adapted household equipment and furnishings. Assesses patients' vocational potential and provides work adjustment and actual work experience. Participates in testing and training of patients with perceptual motor problems, and provides training for children with learning disabilities. Records patients' activities, response and progress. Attends meetings of rehabilitation team,

3137-PHYSIOTHERAPISTS, OCCUPATIONAL AND OTHER THERAPISTS

This unit group includes occupations concerned with giving therapeutic treatment to physically handicapped, impaired or disabled persons to rehabilitate them, using physical, psychological and mechanical means. Includes treatment, using heat, water, light, sound, exercise, massage and other means; treatment through activities such as weaving, oil painting, leathercraft, typing, and household duties; and treatment of speech or hearing problems. Masseurs/Masseuses are classified in Unit Group 6149, PERSONAL SERVICE OCCUPATIONS, N.E.C.

# MAJOR GROUP 31

and seminars, workshops and courses on occupational therapy. Supervises and instructs occupational-therapy students and auxiliary personnel assigned to department.

GED: 5 SVP: 7 PA: L 3 4 5 6 EC: I DPT: 1 2 4

APT.											INT.				TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
2	2	3	3	3	3	4	3	3	4	5			4	7	5	6	
																5 9 0	

## 3137-122 PHYSIOTHERAPIST (medical)

Plans and carries out programs of physical treatment, in consultation with physician and other health care workers, to rehabilitate injured or disabled patients:

Administers muscle, nerve, joint and functional ability tests to identify physical problems of patient. Assesses patients' symptoms and capabilities. Directs and aids patients individually or in groups, in exercises designed to assist in muscle restoration and joint mobility. Guides patient in remedial activities involving use of parallel bars, weights, traction and other equipment. Gives whirlpool and contrast baths and applies moist packs. Administers treatments, using diathermy, ultrasonic and microwave machines, infra-red and ultra-violet lamps, low voltage generators and other electro-therapeutic equipment. Instructs patients and their families in procedures to be continued at home. Records treatments given and patients' responses and progress.

GED: 5 SVP: 7 PA: L 3 4 5 EC: I DPT: 1 2 4

APT.											INT.				TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
2	2	3	3	3	3	4	3	3	4	5			4	7	5	6	
															5	0	
															9		

## 3137-130 REMEDIAL GYMNAST (medical)

Plans, organizes and conducts group exercise therapy programs in hospitals, rehabilitation centres and other institutions:

Administers muscle, joint and functional-ability tests to assess patients' condition. Plans group exercise, therapy programs suited to patients' disabilities and injuries. Organizes and conducts group exercise sessions. Instructs patients in use of artificial limbs, braces and corrective footwear. Tests and evaluates patients' progress, and prepares reports. Discusses patients' progress and problems with other members of rehabilitation team. Advises patients on exercise program to be followed at home after release from hospital.

GED: 4 SVP: 6 PA: M 3 4 5 EC: I DPT: 2 2 4

APT.											INT.				TEMP.		
G	V	N	S	P	Q	K	F	M	E	C							
3	3	3	3	3	4	4	3	3	4	5			4	7	5	6	
															5	9	
															0		

## 3137-199 OTHER PHYSICAL, OCCUPATIONAL AND RELATED THERAPISTS

This residual group includes occupations concerned with therapeutic and rehabilitative treatment not presently classified in Unit Group 3137.

## 3139-NURSING, THERAPY AND RELATED ASSISTING OCCUPATIONS, N.E.C.

This unit group includes occupations, not elsewhere classified, concerned with nursing, therapy and related assisting occupations. Activities include: assisting surgical team before and during surgical procedures; providing art, dance, music, recreational and other therapy programs; providing supportive services in diagnostic and therapeutic procedures; and assisting as member of an ambulance team.

## 3139-110 SURGICAL ASSISTANT (medical)

Assists surgical team before and during surgical procedures:

Assembles and arranges surgical equipment and supplies to prepare operating room for surgery. Washes, shaves and applies antiseptic solution to operative areas of patient. Lifts and positions patient, and adjusts lights as directed. Opens sterile supplies, and aids surgical team to dress in sterile attire. Scrubs hands and dresses in sterile attire. Hands sterile instruments and supplies to members of operating team, under supervision of nurse. Assists in counting needles, sponges and instruments used in surgery, and in collecting surgical specimens for pathological examination. Washes and sterilizes instruments and equipment.

GED: 4 SVP: 6 PA: M 4 6 7 EC: I DPT: 6 7 4

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
3	3	4	4	4	4	3	3	3	4	4			4	3		3	Y	

## 3139-113 MUSIC THERAPIST (medical)

Plans, organizes and conducts music therapy program as part of care and treatment of patients in hospitals and similar institutions:

Consults with other members of health team and speaks with patients to determine patients' needs, capabilities and interests. Plans musical activities for patients. Instructs patients in instrumental or vocal music. Plays musical instruments, records, or tapes to entertain, calm or comfort patients. Conducts music sessions to encourage spontaneous expression of feelings and emotions. Plans and conducts individual behaviour modification programs using music as technique. Conducts musical activities requiring patients' participation such as sing-songs or dances to assist patients to develop or recover socializing abilities. Prepares and submits reports on patients' progress.

GED: 5 SVP: 7 PA: L 4 5 6 EC: I DPT: 1 0 4

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
2	2	3	4	4	4	4	4	4	5	5			4	6	5	9	4	5

## 3139-114 RECREATIONAL THERAPIST (medical)

Plans, organizes and directs program of recreational activities as part of treatment to rehabilitate mentally and physically disabled persons:

Assesses patients' aptitudes, capabilities, interests and motivations to determine recreational program. Plans program with individuals or groups. Organizes, conducts and promotes social events. Directs and co-ordinates games, sports, arts and crafts, drama and sightseeing

tours. Trains and directs volunteers. Adapts games according to patients' mental physical abilities. Discusses patients' progress with rehabilitation team. Records patients' progress and submits reports. Feeds and dresses patients and performs other personal-care duties, if required.

GED: 5 SVP: 7 PA: L 4 5 6 EC: B DPT: 1 0 4

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
2	2	3	4	4	4	4	4	4	5	5	4 6 5			9 4 5 1		

## 3139-115 ART THERAPIST (medical)

Plans, organizes and conducts art sessions in schools and other institutions to provide therapy for individuals with emotional problems: Reviews reports from physicians, teachers, counsellors and others concerning individuals referred for art therapy. Plans, organizes and conducts spontaneous art sessions for groups or individuals. Encourages participants to talk freely about their art work and themselves. Observes and analyzes participants' behaviour during art sessions. Analyzes art work of individuals to determine areas of stress. Assists individuals to discuss and to recognize own emotional problems as part of therapy. Records observations and participants' comments, and maintains art portfolio for each individual. Discusses individual cases with psychiatrists, psychologists, teachers and counsellors, and suggests courses of action.

GED: 5 SVP: 7 PA: S 5 6 7 EC: I DPT: 1 0 8

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
2	2	3	3	3	4	4	4	4	5	4	4 6 5			9 4 5		

## 3139-116 DANCE THERAPIST (medical)

Plans, organizes and conducts dance therapy program as part of treatment to rehabilitate mentally, emotionally or physically handicapped patients in hospitals or similar institutions: Consults with psychiatrist to diagnose and interpret problems of patient and to discuss patient's progress. Plans and organizes free expression dance program for patients. Interprets body movement signals expressed in dance to determine feelings of patient. Employs dance therapy techniques to assist individual in coping with emotional problems. Prepares reports on behaviour and progress of patients.

GED: 5 SVP: 7 PA: L 2 3 5 6 EC: I DPT: 1 0 8

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
2	2	3	4	4	4	4	4	4	4	5	4 6 5			9 4 5		

## 3139-118 MANUAL-ARTS THERAPIST (medical)

Instructs patients in prescribed manual arts activities to assist them in regaining their physical and mental health and develop or improve work skills: Collaborates with other members of rehabilitation team in planning and organizing work activities consonant with patients' capabilities. Instructs patients in actual or simulated work situation activities; such as, woodworking, metalworking, agriculture, graphic arts and leather work. Prepares reports to show patients' progression or regression.

GED: 3 SVP: 6 PA: M 4 5 6 7 EC: I DPT: 6 2 4

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
3	3	4	3	3	4	4	3	3	5	4	4 6			4 5 1		

## 3139-120 OPHTHALMIC ASSISTANT (medical)

Assists ophthalmologist in diagnosis and treatment of eye deficiencies, diseases and injuries: Records patient's case history and other pertinent data. Manipulates lensometer to determine lens specifications of patient's eyeglasses. Employs charts and various testing and measuring devices to make preliminary assessment of patient's vision, and records findings. Administers ophthalmic solutions, preparations and ointments under supervision of ophthalmologist for anaesthetic, examination or treatment purposes. Sterilizes instruments, using autoclave and germicides. Instructs patient in insertion, removal, cleaning and storage of contact lenses. Assists with clerical duties.

GED: 4 SVP: 5 PA: L 4 5 6 7 EC: I DPT: 3 6 4

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
3	3	3	3	3	3	4	3	3	4	4	2 3			3 5 0 Y		

## 3139-122 AUDIOMETRIC TECHNICIAN (medical)

Administers audiometric tests and examinations under direction of audiologist or physician to determine hearing thresholds of patients: Instructs patient in procedures of test or examination. Fits earphones or bone conductor on patient. Adjusts hand controls on audiometer to administer hearing tests. Records results of test or examination and submits results to audiologist or physician.

GED: 4 SVP: 4 PA: L 4 5 6 7 EC: I DPT: 3 2 4

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
3	3	3	4	4	3	4	3	3	5	4	4 7			5 0		

## 3139-126 OCCUPATIONAL-THERAPY AIDE (medical)

Assists in carrying out occupational-therapy programs to rehabilitate patients in hospitals, extended care facilities and similar establishments: Instructs patients in weaving, clay modelling, leather work and other arts and crafts. Instructs patients in use of power and hand tools, typewriters and other equipment. Prepares work materials and supplies, and assists with equipment maintenance. Reports on patients' activities and progress.

GED: 3 SVP: 5 PA: M 4 5 6 EC: I DPT: 3 2 4

APT.											INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
3	3	4	3	3	4	4	3	3	5	4	4 6			4 5 1		



# MAJOR GROUP 31

## 3139-130 AMBULANCE ATTENDANT (medical)

Gives emergency care to sick and injured persons at the scene of accident or illness, and during transport to hospital:  
Assists with lifting of patient onto wheeled cart or stretcher and into and out of ambulance. Gives first aid such as mouth-to-mouth resuscitation, cardiac massage, administration of oxygen, and application of bandages and splints. Assists with rescue work, if required. Performs duties of 9179-146 AMBULANCE DRIVER (motor trans.), if required.

GED: 3 SVP: 5 PA: VH 3 4 7 8 EC: B 5 DPT: 6 7 4

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
3	4	4	4	4	4	<u>3</u>	<u>3</u>	<u>3</u>	4	4			4	3			5	8

## 3139-134 ATTENDANT, PHYSIOTHERAPY (medical)

Prepares patient for treatment by physiotherapist:  
Assists patients in dressing and undressing. Positions patient for physiotherapy treatment. Assists in fitting patients with crutches, splints and other devices. Changes linen on beds and treatment tables, and cleans work area. Inspects physiotherapy equipment for defects, if required. Performs porter and clerical duties within department, if required.

GED: 3 SVP: 4 PA: M 3 4 7 EC: I DPT: 6 7 4

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
3	4	4	4	4	4	4	<u>3</u>	<u>3</u>	4	4			4	3			5	3

## 3139-138 FIRST-AID ATTENDANT (medical)

Provides first-aid services for injured or ill at commercial establishments, industrial plants, construction sites, mines and accidents:  
Examines patient to determine need for professional care. Arranges for medical attention and transportation of patient to hospital. Applies artificial respiration or administers oxygen in cases of suffocation or asphyxiation. Applies pressure to stop bleeding, immobilizes fractures, and treats patients for shock. Disinfects and bandages minor cuts and bruises. Records treatment. Cleans and tidies work area.

GED: 3 SVP: 3 PA: M 3 4 EC: B DPT: 6 7 7

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
4	3	4	4	4	4	<u>3</u>	<u>3</u>	<u>3</u>	5	4			4				5	8

## 3139-144 CHIROPRACTIC AIDE (medical)

Prepares patients for examinations and treatments, and assists chiropractor as directed:  
Removes patients' charts and X-rays from filing cabinet for scheduled appointments. Inserts and removes X-rays from automatic X-ray developer, and labels and files X-rays. Assists elderly or incapacitated patients in dressing and undressing for examinations and treatments. Positions patient on table or in chair for treatments by chiropractor or for machine treatments. Attaches connections of treatment machine to patient, or positions treatment machine over patient, and adjusts timer as directed by chiropractor. Removes connections of treatment machine from patient, and assists patient from table or chair. Prepares files for new patients. Assists in clerical and housekeeping duties of office.

GED: 3 SVP: 3 PA: M 3 5 6 EC: I DPT: 3 7 5

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
4	4	4	4	4	<u>4</u>	<u>3</u>	4	4	<u>3</u>	4	4		4				5	3

## 3139-146 CHILD-CARE ATTENDANT, SCHOOL (medical)

Attends to personal needs of handicapped children receiving specialized academic and physical training:  
Wheels handicapped children to classes and treatment rooms. Secures children in walkers, swings and other equipment to prepare them for physical-therapy treatments. Helps children to walk, board buses, put on braces, feed themselves, dress and perform other physical activities. Leads children in recreational activities and games.

GED: 2 SVP: 2 PA: M 3 4 EC: I DPT: 6 7 7

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
4	<u>4</u>	4	4	4	4	4	4	4	<u>4</u>	4	5		3	4			5	3

## 3139-199 OTHER NURSING, THERAPY AND RELATED ASSISTING OCCUPATIONS

This residual group includes paramedical workers that cannot be classified elsewhere in Minor Group 313.

## 315 – OTHER OCCUPATIONS IN MEDICINE AND HEALTH

This minor group includes occupations concerned with compounding and dispensing medicaments; applying principles of nutrition to plan menus and diets; prescribing and fitting eye-glasses; operating medical X-ray equipment for diagnostic and therapeutic purposes; conducting experiments, tests and analyses for use in diagnosing, treating and preventing diseases; making, fitting and repairing dentures and other dental appliances; assisting dentists; designing, assembling and fitting prosthetic devices; operating medical equipment and performing medical support duties. These occupations are classified in the following unit groups:

**3151** Pharmacists

**3152** Dietitians and Nutritionists

- 3153 Optometrists  
 3154 Dispensing Opticians  
 3155 Radiological Technicians  
 3156 Medical Laboratory Technologists and Technicians  
 3157 Denturists, Dental Hygienists, Dental Assistants and  
 Dental Technicians  
 3159 Other Occupations in Medicine and Health, n.e.c.

**3151-PHARMACISTS**

This unit group includes occupations concerned with compounding and dispensing pharmaceuticals. Activities include: filling prescriptions, developing new medicinal substances, and analyzing, testing and distributing drugs and related supplies.

**3151-110 PHARMACIST, HOSPITAL** (prof. & tech., n.e.c.)

Compounds and dispenses drugs and medicines in a hospital: Reviews prescriptions to ensure proper doses have been prescribed and that toxic compounds will not be formed. Fills prescriptions and prepares pharmaceuticals, using various physical and chemical procedures. Prepares and sterilizes medications for injections. Bottles, labels and packages prepared compounds. Forwards prescriptions and other preparations to various hospital departments. Maintains inventory of all pharmaceuticals issued and returned. Maintains control records of narcotics, poisons, habit-forming drugs, and prescription files. Advises medical staff on drug incompatibility, contra-indications, and other relevant information. Maintains stock of supplies.

GED: 5 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 0 6 1

APT.										INT.			TEMP.			
G	V	N	S	P	Q	K	F	M	E	C						
2	2	2	4	2	3	3	3	3	5	3	7	1	2	0	Y	5

**3151-114 PHARMACIST, INDUSTRIAL** (prof. & tech., n.e.c.)

Performs a variety of duties related to development, production, storage, control and distribution of drugs and related supplies in an industrial establishment:

Conducts research to develop and improve pharmaceuticals, cosmetics, pesticides, disinfectants and other chemicals. Confers with pharmacists, engineers, chemists, biologists and other professionals about manufacturing techniques, ingredients, equipment operation and related matters. Assists with design, development and testing of new production equipment. Suggests improvements in production methods. Tests and analyzes drugs to determine their identity, purity and strength, and to ensure that they meet specified standards. Develops legally-recognized standards for drugs used in preparation of pharmaceuticals. Determines most suitable containers for medicinal substances to avoid product deterioration and to facilitate storage and transport. Evaluates and controls labelling, packaging and advertising of pharmaceutical products. Provides information and advice concerning uses and effects of drugs and medicines. Examines materials submitted for forensic analysis.

GED: 5 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 0 6 1

APT.										INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C							
1	1	1	3	2	3	3	3	3	5	3	7	1	2	0	Y	9	5

**3151-118 PHARMACIST, RETAIL** (prof. & tech., n.e.c.)

Compounds and dispenses prescribed pharmaceuticals and related preparations:

Prepares or supervises preparation of liquid medicines, ointments, powders, pills and other medications. Checks prescriptions for overdoses and drug interactions. Weighs, measures and mixes drugs and other medicinal compounds, and fills bottles and capsules with correct quantity and composition of preparation. Stores and preserves biologicals, vaccines, serums and other drugs to prevent deterioration. Dispenses medical and surgical products for internal and external use as prescribed. Maintains patient medication profiles, and records prescriptions dispensed and poisons and narcotics issued. Orders and maintains stock of pharmaceutical supplies. Provides information on uses and effects of medicaments. Sells non-prescription drugs, sick-room supplies, toiletries, cosmetics, notions and other commercial products.

GED: 5 SVP: 8 PA: L 4 5 6 7 EC: I DPT: 0 6 1

APT.										INT.		TEMP.				
G	V	N	S	P	Q	K	F	M	E	C						
2	2	2	4	2	3	3	3	3	5	3	7	1	2	0	Y	5

**3151-199 OTHER PHARMACISTS**

This residual group includes pharmacists not presently classified in Unit Group 3151.

**3152-DIETITIANS AND NUTRITIONISTS**

This unit group includes occupations concerned with applying the principles of nutrition to plan and supervise the preparation and serving of meals. Activities include: participating in research; giving consultive services; advising individuals and lecturing to groups on nutrition; and planning menus and diets for special nutritional requirements.

# MAJOR GROUP 31

## 3152-110 RESEARCH NUTRITIONIST (prof. & tech., n.e.c.)

Plans, organizes and conducts or participates in programs in nutrition, foods or food service systems research:

Studies and analyzes recent scientific findings in dietetics for application in current research, for development of further research, and for interpretation to public. Records and communicates results of research. Performs research to improve food in nutritional value, palatability, and appearance. Plans, conducts and evaluates dietary studies, and participates in studies of diseases with nutrition component.

GED: 5 SVP: 7 PA: L 7 EC: I DPT: 0 8 1

APT.										INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C					
2	2	2	4	4	4	4	4	4	5	4	1	7	8	1	9

## 3152-114 DIETITIAN, CONSULTANT (prof. & tech., n.e.c.)

Advises and assists staff in public and private establishments regarding food-service management and group feeding:

Studies food-service practices and facilities, and makes recommendations for change or improvement. Develops and implements efficient food service systems to provide nutritionally adequate, quality food for group feeding. Advises clients regarding food purchasing to meet nutritional standards. Evaluates performance of dietetic personnel and recommends changes to improve efficiency of personnel and services. Recommends and monitors standards for sanitation, safety and security in food service department. Develops budget proposals and recommends cost control procedures. Plans, organizes and conducts educational programs for food service personnel. Develops and evaluates educational and informational materials. Confers with architects and equipment suppliers, and plans layout designs and determines equipment requirements for new or renovated food service facilities. Evaluates and utilizes current research findings related to nutritional care or food systems management.

GED: 5 SVP: 7 PA: L 5 6 7 EC: I DPT: 1 2 8

APT.										INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C					
2	2	2	3	3	4	4	4	4	5	4	6	7	2	4	1

## 3152-118 NUTRITIONIST (prof. & tech., n.e.c.)

Provides consulting services to community, and organizes, plans and conducts programs concerning nutrition to assist in promotion of health and prevention of disease:

Assesses nutritional needs and available resources of community. Develops and implements community programs concerning nutrition. Advises health and other agencies on nutritional and food service standards of their food programs. Counsels individuals and families in nutritional principles, diet, food selection, and economical buying practices. Interprets and evaluates current research relating to nutrition and food service systems management to public and to staff. Conducts or participates in in-service education. Plans, conducts and evaluates nutrition education programs for public. Prepares technical publications, and publications for the public concerning food and nutrition. Plans, conducts and evaluates dietary studies, and participates in studies of diseases with nutrition component. Plans or participates in funding programs, and recommends budget. Manages and controls financial resources.

GED: 5 SVP: 7 PA: L 5 6 7 EC: I DPT: 1 2 8

APT.										INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C					
2	2	2	3	3	4	4	4	4	5	4	6	7	2	4	5

## 3152-122 DIETITIAN (prof. & tech., n.e.c.)

Plans and supervises food service programs in governmental, institutional and commercial establishments to provide nutritionally adequate quality food:

Plans diets and menus, and evaluates clients' acceptance. Plans and submits budget, and manages and controls operating costs. Establishes and maintains standards of food production and service, sanitation, safety and security. Supervises workers, and directs efficient use of personnel and equipment. Institutes measures to improve efficiency and quality of food service system. Plans, conducts, and evaluates orientation and in-service training programs. Determines food, equipment and supply requirements. Administers established personnel policies. Plans layout designs and determines equipment requirements for new or renovated food services facilities. Prepares material on nutritional value of foods, methods of preparation and recipes, if required.

GED: 5 SVP: 7 PA: L 5 6 7 EC: I DPT: 1 3 8

APT.										INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C					
2	2	2	4	3	4	4	4	4	5	4	6	7	2	4	5

## 3152-126 DIETITIAN, THERAPEUTIC (medical; prof. & tech., n.e.c.)

Plans and supervises preparation and service of normal and modified diets in hospitals and similar institutions:

Confers with doctors and other health professionals to determine nutritional needs of patients. Plans therapeutic diets and menus, and supervises preparation and serving of food. Instructs patients and families on requirements and importance of modified diets, and on planning and preparation of food. Monitors patient food intake and quality of food to provide adequate nutritional care. Participates in health care team as consultant on nutritional care. Compiles and develops educational materials for use in nutrition education for students and personnel. Interprets, evaluates and utilizes current research related to nutritional care.

GED: 5 SVP: 7 PA: L 5 6 7 EC: I DPT: 1 3 8

APT.										INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C					
2	2	2	4	3	4	4	4	4	5	4	6	7	2	4	5

## 3152-199 OTHER DIETITIANS AND NUTRITIONISTS

This residual group includes dietitians and nutritionists not presently classified in Unit Group 3152.

## 3153-OPTOMETRISTS

This unit group includes occupations concerned with examining eyes, prescribing and fitting eye-glasses, and recommending physical treatment for eyes, such as exercises and visual



training to conserve or improve vision, excluding the use of surgery. Ophthalmologists are classified in Unit Group 3111, PHYSICIANS AND SURGEONS.

### 3153-110 OPTOMETRIST (medical)

Examines patients' eyes to determine visual efficiency, and prescribes treatment (excluding surgery) to conserve, improve and correct vision: Locates and measures defects in vision, using ophthalmoscopes, biomicroscopes and other instruments. Refers patients to medical practitioner if signs of ocular disease are detected. Prescribes eyeglasses, contact lenses, eye exercises, and other treatments that do not require surgery. Tests finished lenses for conformity with prescriptions. Teaches patient use and care of contact lenses. Counsels patients regarding visual hygiene, lighting arrangements, working distances and safety factors. Assists patients with selection of frames, and adjusts frames to ensure comfortable fit.

GED: 5 SVP: 7 PA: S 4 5 6 7 EC: I DPT: 2 6 4

APT.													INT.	TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
2	2	2	2	2	2	4	3	3	3	5	3	5	7	0	Y	5

### 3154-DISPENSING OPTICIANS

This unit group includes occupations concerned with arranging for the production of spectacle or contact lenses, assisting customers to choose frames, mounting lenses in frames, and fitting frames or contact lenses to customer. Occupations primarily concerned with edging, grinding and polishing spectacle and contact lenses are classified in Unit Group 8373, ABRADING AND POLISHING OCCUPATIONS: CLAY, GLASS, STONE AND RELATED MATERIALS.

#### 3154-110 DISPENSING OPTICIAN (medical; ret. trade)

Fits clients with prescription eyeglasses or contact lenses: Reads prescription to obtain lens specifications. Measures client's eye curvature, pupillary distance and bridge width, using ceratometer and other optical measuring devices. Shows current styles of eyeglass frames to client, and suggests frames which compliment client's features. Cuts and edges lenses, and fits lenses into frames. Adjusts finished eyeglasses to fit client. Fits contact lenses. Instructs clients in procedure for inserting, removing and cleaning contact lenses. Arranges for grinding and polishing of lenses or grinds and polishes lenses. Sells sunglasses, magnifying glasses, binoculars and other optical goods.

GED: 4 SVP: 7 PA: S 4 7 EC: I DPT: 6 6 4

APT.													INT.	TEMP.		
G	V	N	S	P	Q	K	F	M	E	C						
3	3	3	3	3	4	3	2	3	5	4	9	2	Y	0	5	1

### 3155-RADIOLOGICAL TECHNICIANS

This unit group includes occupations as described under

term title, 02-410 TECHNICIAN (prof. & tech., n.e.c.), concerned with operating X-ray equipment for diagnostic and therapeutic applications of radiant energy. Industrial radiographers are classified in Unit Group 9916, INSPECTING, TESTING, GRADING AND SAMPLING OCCUPATIONS, N.E.C.

#### 3155-110 NUCLEAR-MEDICINE TECHNICIAN (medical)

Prepares radioactive solutions and reagents and operates scanning equipment for diagnostic purposes: Performs assays and quality-control tests on radioactive materials. Calculates doses to be administered by physician. Positions patient, and calibrates scanning equipment. Operates radiation-scanning equipment to produce photographic image of irradiated area. Calculates blood volume and red-cell survival, using geiger counter, electroscope, scaler, scintillation-and-position scanner, and scintogram. Monitors oscilloscope images and studies photographic images to determine if further scanning is required. Performs radioisotope scanning of pathological specimens and blood samples.

GED: 4 SVP: 7 PA: M 4 7 EC: I 6 DPT: 3 6 1

APT.													INT.	TEMP.	
G	V	N	S	P	Q	K	F	M	E	C					
2	2	3	3	2	4	3	3	3	5	4	7	9	1	0	Y

#### 3155-114 DIAGNOSTIC-RADIOLOGICAL TECHNICIAN (medical)

Operates radiography equipment to produce pictures of body structures for diagnostic purposes: Explains treatment and reassures patient. Prepares drugs and chemicals for radiologist. Positions patient according to part of body being X-rayed. Affixes shields to protect unaffected areas of patient from radiation. Adjusts equipment controls to collimate beam, to regulate length and intensity of X-ray exposure, and to expose film. Processes and prepares films for interpretation by radiologist. Assists radiologist in fluoroscopy, cine-fluoroscopy and other diagnostic procedures. Operates radiography equipment in operating theatre or other specialized area to assist physician or surgeon.

GED: 4 SVP: 6 PA: M 4 6 EC: I 6 DPT: 3 6 1

APT.													INT.	TEMP.	
G	V	N	S	P	Q	K	F	M	E	C					
3	3	3	3	3	4	3	3	3	5	4	7	9	5	0	Y

#### 3155-118 RADIOTHERAPY TECHNICIAN (medical)

Administers radiation treatment to patients as prescribed by radiation oncologist: Explains treatment and reassures patient. Positions patient according to part of body being treated. Affixes shields to protect unaffected areas of patient from radiation. Adjusts equipment controls to collimate and direct radiation beam. Observes patient through window or on closed-circuit television during treatment. Notifies radiation oncologist if medical problems arise. Assists clinical physicist to prepare patient's treatment plan according to radiation oncologist's prescription. Prepares or assists in preparation of sealed radioactive substances for surface application or insertion into body cavities.

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GED: 4 SVP: 6 PA: M 4 6 7 EC: I 6 DPT: 3 6 1

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	3	4	3	3	3	5	4			7 9	5 0 Y

## 3155-199 OTHER RADIOLOGICAL TECHNICIANS

This residual group includes radiological technicians not presently classified in Unit Group 3155.

## 3156-MEDICAL LABORATORY TECHNOLOGISTS AND TECHNICIANS

This unit group includes occupations, as described under master titles, 01-150 LIFE SCIENCES TECHNOLOGIST (prof. & tech., n.e.c.) and 01-140 LIFE SCIENCES TECHNICIAN (prof. & tech., n.e.c.) concerned with carrying out technological and technical functions in a medical specialization, such as, haematology, histology, immunohaematology, clinical chemistry and microbiology, to obtain data for use in diagnosis, treatment and control of diseases, using knowledge of scientific and mathematical principles and medical laboratory practices. Non-medical life sciences technologists and technicians are classified in Unit Group 2135, LIFE SCIENCES TECHNOLOGISTS AND TECHNICIANS. PHYSICAL SCIENCES TECHNOLOGISTS AND TECHNICIANS are classified in Unit Group 2117. ARCHITECTURAL AND ENGINEERING TECHNOLOGISTS AND TECHNICIANS are classified in Unit Group 2165.

### 3156-110 BIOCHEMISTRY TECHNOLOGIST (medical; prof. & tech., n.e.c.)

Performs chemical analyses on composition of, and on chemical changes occurring in human body to provide information used in diagnosing, treating and preventing diseases:

Conducts laboratory experiments and tests to ascertain body reaction to foods, drugs, serums, hormones and other substances in tissues, and to vital processes or organisms. Investigates chemistry of growth, reproduction, nerve conduction, muscular contractions, infection, resistance and other processes within the human body. Isolates substances in body fluids, exudates and tissues to determine how body organisms are maintained or become diseased, and how they can be restored to healthy condition. Tests urine, blood, spinal fluid, gastric juices and other body specimens for presence and quantity of sugar, albumen, acetone, drugs, poisons and other chemicals. Adds reagents to specimens, heats, agitates and filters solution, and notes changes in appearance, colour and precipitate. Examines solution, using photometer, spectrography or colorimeter to make qualitative and quantitative determinations. Explores pathogenic chemicals and assists in discovering chemical and biological substances to provide preventative and curative medicines. Prepares reports on findings, and evaluates results of tests.

GED: 5 SVP: 7 PA: L 4 7 EC: I DPT: 2 8 1

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
<u>2</u>	<u>2</u>	<u>2</u>	<u>3</u>	<u>2</u>	3	3	3	<u>3</u>	3	5	<u>3</u>		1 7 9	1 0 Y

### 3156-114 CYTOTECHNOLOGIST (medical; prof. & tech., n.e.c.)

Prepares and studies cell samples of human body, plants and animals to determine abnormalities that suggest disease:

Stains sample of body secretions or scrapings with special dyes to make characteristics of individual cell clearly visible. Studies slides of cell samplings under microscope to detect signs of disease. Observes abnormalities in colour, size and shape of cell substance to detect presence of malignant or non-malignant condition, signs of radiation changes, evidence of infectious processes, and to make hormonal evaluations. Performs variety of laboratory tests and analyses to confirm findings. Reports information to pathologist or referring physician.

GED: 5 SVP: 7 PA: L 4 7 EC: I DPT: 2 8 1

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
<u>2</u>	<u>2</u>	<u>2</u>	<u>3</u>	<u>2</u>	3	3	3	<u>3</u>	5	<u>3</u>			1 7 9	1 0 Y

### 3156-118 HISTOLOGY TECHNOLOGIST (medical)

Prepares sections of body tissue for microscopic examinations to provide data on functioning of tissue and organs, and causes and progress of disease:

Prepares tissue specimens for immediate use or for preservation. Freezes or immerses specimen in formalin or other fixative solution. Immerses fixed specimen in specified solution to dehydrate and clarify specimen. Impregnates and imbeds tissue in wax. Sections tissue, using microtome. Prepares and maintains wax, solutions and stains according to specified formula.

GED: 5 SVP: 7 PA: L 4 7 EC: I DPT: 2 8 1

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
<u>2</u>	<u>2</u>	<u>2</u>	<u>3</u>	<u>2</u>	3	3	3	<u>3</u>	5	<u>3</u>			1 7 9	1 0 Y

### 3156-122 MEDICAL-LABORATORY TECHNOLOGIST (medical)

Performs medical laboratory tests, procedures, experiments and analyses for diagnosis, treatment and prevention of disease:

Conducts chemical analyses of blood, urine, cerebro-spinal and other body fluids to ascertain normal and abnormal constituents. Studies blood cells, their numbers, morphological characteristics, and coagulation factors related to various physiological and pathological conditions. Prepares tissue sections for microscopic examination using fixation, imbedding, cutting and staining techniques to demonstrate special cellular tissue elements or other characteristics. Studies micro-organisms which cause disease, and their effect upon the human body, using a variety of microscopic and macroscopic techniques. Performs blood group, type and compatibility tests for transfusion purposes. Investigates responses of body to foreign cells or agents.

GED: 5 SVP: 7 PA: L 4 7 EC: I DPT: 2 8 1

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
<u>2</u>	<u>2</u>	<u>2</u>	<u>3</u>	<u>2</u>	3	3	3	<u>3</u>	5	<u>3</u>			1 7 9	1 0 Y



# 3156-126 MICROBIOLOGY TECHNOLOGIST (medical; prof. & tech., n.e.c.)

Investigates nature and characteristics of bacteria, viruses, algae, fungi and other micro-organisms and host reactions:

Receives specimens of body materials from autopsy and diagnostic cases, or collects specimens directly from patient. Examines and analyzes specimens for evidence of disease, using microscopes, spectrophotometers, centrifuges, incubators and other laboratory equipment. Isolates microbes from normal habitat and grows them in cultures (artificial media) in laboratory. Controls moisture, aeration, temperature, acidity and nutritive requirements of cultured microbes. Observes microbes under microscope to identify by normal function, size, shape and cultural characteristics. Studies behaviour of microbes and effect of microbes on human tissue. Reports findings to pathologist or referring physician. Performs various tests to find methods of preventing propagation of microbes. Assists in research work to develop vaccines, antibiotics and other preventive medicines.

GED: 5 SVP: 7 PA: L 4 7 EC: I DPT: 2 8 1

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 2 3 2 3 3 3 3 5 3	1 7 9	1 0 Y

# 3156-130 LABORATORY TECHNICIAN, VETERINARY (prof. & tech., n.e.c.)

Prepares vaccines, toxoids and serums for prevention of animal disease, under supervision of veterinarian:

Inoculates embryo chicks, animals, broths or other bacteriological media with organisms. Incubates bacteria for specified period and prepares vaccines and serums using standard laboratory methods. Tests vaccines for sterility and virus inactivity and bottles them. Examines meat and dairy products to determine if products meet standards of quality and purity. Prepares standard volumetric solutions and reagents used in testing. Records observations during tests and writes reports. Cleans laboratory equipment. Performs other technical tasks to assist veterinarians in research projects.

GED: 5 SVP: 6 PA: L 4 7 EC: I DPT: 3 8 1

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 2 2 3 3 3 3 3 3 3 5 3	1 7 9	1 0 Y

# 3156-134 MEDICAL-LABORATORY TECHNICIAN (medical)

Performs routine laboratory tests for use in diagnosing and treating diseases:

Collects blood samples, makes blood counts, and performs tests to determine bleeding or coagulation time, blood type and other characteristics and condition of blood. Prepares and stains slides of micro-organisms for microscopic examination. Performs urinalysis and other body-fluid tests. Prepares patient for and performs tests, using basal metabolism and electrocardiograph equipment. Operates incubators, balances, centrifuges, sterilizers and other laboratory appliances. Cleans, washes and sterilizes glassware and equipment used in laboratory, if required.

GED: 4 SVP: 5 PA: L 4 7 EC: I DPT: 3 8 1

APT.	INT.	TEMP.
G V N S P Q K F M E C		
2 3 3 3 3 3 3 3 3 5 3	1 7 9	1 0 Y

# 3156-199 OTHER MEDICAL LABORATORY TECHNOLOGISTS AND TECHNICIANS

This residual group includes medical laboratory technologists and technicians not presently classified in Unit Group 3156.

# 3157-DENTURISTS, DENTAL HYGIENISTS, DENTAL ASSISTANTS AND DENTAL TECHNICIANS

This unit group includes occupations concerned with supportive work in the field of dentistry. Activities include: preventing oral diseases; making, fitting and repairing dentures and other dental appliances; and assisting dentists during dental procedures.

## Dental Hygienist and Assistants 3157-110 through 3157-114

# 3157-110 DENTAL HYGIENIST (medical)

Provides preventive dental services and instructs patients in care of teeth and mouth:

Scales and polishes teeth to remove hard and soft deposits, using dental instruments and equipment. Polishes fillings to remove tarnish and corrosion, using motorized apparatus. Applies topical agents and sealants to teeth to reduce decay. Conducts preliminary dental examination and records case history of patient. Records observed conditions and information for diagnosis and treatment planning by dentist. Instructs individuals and groups in home dental care, and provides dietary counselling related to dental health. Exposes, processes and mounts dental X-ray films. Takes impressions of teeth for study models. Administers local anaesthetics, places, finishes and polishes fillings, and removes sutures as permitted by training and by provincial legislation.

GED: 4 SVP: 6 PA: L 4 5 6 7 EC: I DPT: 3 2 1

APT.	INT.	TEMP.
G V N S P Q K F M E C		
3 3 3 3 3 4 3 3 3 5 3	7 6	5 Y

# 3157-114 DENTAL ASSISTANT (medical)

Assists dentist in care and treatment of patients:

Seats and prepares patient for dental treatment. Arranges instruments, materials and medication and hands them to dentist. Keeps oral operating area clear during dental procedure, using suction devices, water sprays, cotton rolls and holders, and by retraction of cheek and tongue. Prepares filling materials, using mechanical amalgamator and instruments, and supplies them to dentist as required. Comforts patient through reassuring conversation and action. Gives emergency treatment, as directed by dentist, for local and systemic distress. Advises patients on post-operative care, oral hygiene, and importance of diet



# MAJOR GROUP 31

and preventive dentistry. Sterilizes instruments, using ovens, autoclaves and aseptic solutions. Pours, trims and mounts plaster models from impressions taken by dentist, and performs other dental laboratory procedures. Performs routine maintenance duties such as lubricating equipment, sharpening dental instruments, replacing expendable parts, and cleaning equipment and treatment area. Exposes, processes and mounts X-ray films. Polishes teeth, applies fluoride to teeth, and performs other inter-oral procedures, as permitted by training and by provincial legislation. See also definition for term title, 02-240 ASSISTANT (any ind.). Acts as receptionist, if required.

GED: 3 SVP: 5 PA: L 4 5 6 7 EC: I DPT: 6 6 4

APT.													INT.		TEMP.	
G	V	N	S	P	Q	K	F	M	E	C						
3	3	3	4	3	4	3	3	3	5	4			1 3		5 3 Y	

## Denturists 3157-126

### 3157-126 DENTURIST (medical)

Designs, constructs, fits and repairs dentures. Performs duties as described under master title 01-180 MANAGING SUPERVISOR (any ind.). Measures patient's jaws to determine size and shape of dentures using face bows, dental articulators and other devices. Makes impression and mould of teeth, gums and jaws and designs dentures. Directs other workers to construct dentures. Fits, adjusts and repairs dentures. Constructs dentures, if required.

GED: 4 SVP: 7 PA: S 4 7 EC: I DPT: 2 3 1

APT.													INT.		TEMP.	
G	V	N	S	P	Q	K	F	M	E	C						
3	3	3	2	2	4	3	3	3	5	4			1 9		0 Y	

## Dental Laboratory Technicians and Related Workers 3157-134 through 3157-198

### 3157-134 MANAGING SUPERVISOR, DENTAL LABORATORY (scient. & ind. equip., n.e.c.)

Plans, organizes, supervises and co-ordinates, on own or owner's behalf, or in partnership, activities of dental laboratory. Performs duties as described under master title, 01-180 MANAGING SUPERVISOR (any ind.) applying specialized knowledge of dental laboratory operations. Investigates methods used in laboratory, and institutes, measures or approves suggestions to improve efficiency of operation and working conditions. Contacts dentists to solicit business, if required.

DPT: 1 3 8

### 3157-138 DENTAL TECHNICIAN, GENERAL (scient. & ind. equip., n.e.c.)

Makes and repairs dentures and other dental devices. Fabricates full and partial dentures, using wax and plaster models, dental surveyors, articulators (fitting devices) and electric grinders and polishers. Shapes metal, vulcanite or plastic plates for dentures. Mounts porcelain or plastic teeth in plates using knowledge of size, shape, shade and colour. Finishes dentures on grinding and buffing wheels. Constructs metal clasps, inlays, bridgework and other aids according to specifications. Joins breaks, makes additions, or relines denture bases to repair dentures. See also definition for term title, 02-410 TECHNICIAN (prof. & tech., n.e.c.).

GED: 4 SVP: 7 PA: L 4 7 EC: I DPT: 2 8 1

APT.													INT.		TEMP.	
G	V	N	S	P	Q	K	F	M	E	C						
3	3	3	2	2	4	3	2	3	5	3			9 0 1		0 Y	

### 3157-142 DENTAL CERAMIST (scient. & ind. equip., n.e.c.)

Makes and repairs artificial teeth, or artificial parts for teeth, according to prescription. Performs duties similar to those of 3157-138 DENTAL TECHNICIAN, GENERAL (scient. & ind. equip., n.e.c.) Specializes in making natural-looking teeth from porcelain to replace missing teeth or parts to fit over natural teeth, for both function and appearance. Mixes materials to match colour of natural teeth. Applies mixture over metal coping (covering or cap) of tooth, using spatula. Brushes off excess material and places tooth in furnace to harden. Removes tooth from furnace and repeats process until crown conforms to specifications and porcelain surface attains desired glaze. See also definition for term title, 02-410 TECHNICIAN (prof. & tech., n.e.c.).

GED: 4 SVP: 7 PA: L 4 7 EC: I DPT: 2 8 1

APT.													INT.		TEMP.	
G	V	N	S	P	Q	K	F	M	E	C						
3	3	3	2	2	4	3	2	3	5	3			9 0 1		0 Y	

### 3157-146 DENTAL TECHNICIAN, CROWN AND BRIDGE (scient. & ind. equip., n.e.c.)

Makes crowns and inlays according to prescriptions. Performs duties similar to those of 3157-138 DENTAL TECHNICIAN, GENERAL (scient. & ind. equip., n.e.c.) Specializes in replacing parts missing from natural teeth. Selects porcelain or plastic tooth facing to match shape and shade of natural teeth, and glazes surface of tooth, using oven. Applies soft wax to die or model to prepare wax pattern of crown, inlay and tooth. Trims wax pattern to specified size and shape, using spatula and knife. Covers pattern with plaster and immerses it in boiling water to remove wax from mould. Casts metal crown and inlay of gold, silver, stainless steel and other non-ferrous metals in casting machine. Finishes and polishes metal surfaces, using dental drill and buffing wheel. Packs acrylic resin in tooth dies to construct plastic teeth. Assembles crown, inlay and other dental components to form fixed bridge, using solder and gas torch. See also definition for term title, 02-410 TECHNICIAN (prof. & tech., n.e.c.). Makes copper-plated, plastic, stone or resin dies for crown and bridge-work, if required.

GED: 4 SVP: 7 PA: L 4 7 EC: I DPT: 2 8 1

APT.										INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C	
<u>3</u>	3	4	<u>2</u>	<u>2</u>	4	<u>3</u>	<u>2</u>	<u>3</u>	5	<u>3</u>	9 0 1 0 Y

**3157-150 DENTAL TECHNICIAN, METAL** (scient. & ind. equip., n.e.c.)

Designs metal framework and clasps for partial dentures on plastic model, according to prescription:  
Performs duties similar to those of 3157-138 DENTAL TECHNICIAN, GENERAL (scient. & ind. equip., n.e.c.). Specializes in laying out and designing metal framework such as clasps, bars, rests, wire frames, retainers and other attachments for partial dentures. Determines point of greatest bulge (convexity) on natural teeth, using dental surveyor. Measures depth of undercut, using gauge, to determine position of clasp ends and to ensure retention of abutment (supporting) teeth. Draws outline of frame and position of clasp on model. Applies wax to teeth and gum area, using spatula, to eliminate undercuts and to relieve pressure of frame on gum. Selects, fits and grinds artificial tooth. Examines work for conformance to specifications. Traces outline of framework and clasps of original model onto duplicate for use in building up work pattern. See also definition for term title 02-410 TECHNICIAN (prof. & tech., n.e.c.). Makes and repairs contoured-wire frames and retainers for teeth used in partial dentures, if required.

GED: 4 SVP: 7 PA: L 4 7 EC: I DPT: 2 8 1

APT.										INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C	
<u>3</u>	3	4	<u>2</u>	<u>2</u>	4	<u>3</u>	<u>2</u>	<u>3</u>	5	<u>3</u>	9 0 1 0 Y

**3157-154 ORTHODONTIC TECHNICIAN** (scient. & ind. equip., n.e.c.)

Constructs and repairs appliances for straightening teeth, according to prescription:  
Performs duties similar to those of 3157-138 DENTAL TECHNICIAN, GENERAL (scient. & ind. equip., n.e.c.) Specializes in making orthodontic devices such as retainers, tooth bands, obturators and positioners. Prepares models or duplicate impressions of appliance, using plaster or plastic material. Shapes, grinds, polishes, carves and assembles metal and plastic appliances, using spatula, pliers, soldering torch, grinders and polishers. Tests appliance for conformance to specifications, using articulator. See also definition for term title, 02-410 TECHNICIAN (prof. & tech., n.e.c.)

GED: 4 SVP: 7 PA: L 4 7 EC: I DPT: 2 8 1

APT.										INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C	
<u>3</u>	3	3	<u>2</u>	<u>2</u>	4	<u>3</u>	<u>2</u>	<u>3</u>	5	3	9 0 1 0 Y

**3157-158 DENTURE SETTER** (scient. & ind. equip., n.e.c.)

Mounts teeth in wax model to make full or partial dentures, according to prescription:  
Examines model for adherence to specifications, and adjusts articulator frame in which denture models are held to obtain exact lateral and vertical jaw movements. Applies softened wax to plastic base to form tooth sockets, shaping and moulding wax with fingers. Mounts teeth in model in their specified plan of occlusion. Distributes wax around base of teeth, using spatula. Inserts carbon paper between jaws, and

opens and closes jaws to obtain colour indication of high spots in teeth bite. Grinds spots, using grinding tool, to obtain specified articulation. Readjusts teeth in model after trial fit, if required.

GED: 3 SVP: 7 PA: L 4 7 EC: I DPT: 3 8 1

APT.										INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C	
3	3	4	<u>2</u>	<u>2</u>	4	<u>3</u>	<u>2</u>	<u>3</u>	5	3	9 0 1 0 Y

**3157-162 FRAMEWORK FINISHER, DENTURES** (scient. & ind. equip., n.e.c.)

Finishes metal framework of partial denture:  
Presses metal framework against rotating disk to remove flash (irregularity). Immerses metal framework in etching solution to remove stains and to facilitate subsequent polishing operation. Smooths and polishes framework. Alters, repairs and adjusts framework, using soldering iron, welding equipment, hand tools and drills. Places framework on plaster model of dental arch to verify fit and occlusion. Repeats operation until fit and finish of dentures conform to specifications.

GED: 3 SVP: 6 PA: S 4 7 EC: I DPT: 6 8 1

APT.										INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C	
3	4	4	<u>3</u>	<u>3</u>	4	<u>3</u>	<u>2</u>	<u>3</u>	5	4	9 1 0 Y

**3157-166 MOULDER, BENCH** (scient. & ind. equip., n.e.c.)

Casts dental bridges and denture bases from chromium cobalt alloy (nobelium):  
Pours specified quantities of sand and parting powder into mould frame. Positions pattern in sand and places filled frame on table of vibrating machine which compacts sand around pattern to form mould. Uses handtools to loosen and remove pattern from mould, to smooth indentations in mould, and to widen pouring holes. Joins upper and lower halves of moulds. Melts specified quantity of metal in crucible heated in electric furnace, and observes temperature gauges to ensure specified range of heat is maintained. Pours molten metal from crucible into openings in sand mould. Dumps contents of mould frame into sand bin. Removes castings from sand and inspects them for adherence to pattern.

GED: 3 SVP: 6 PA: L 4 7 EC: I DPT: 6 8 1

APT.										INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C	
3	4	4	<u>2</u>	<u>2</u>	4	<u>3</u>	<u>3</u>	<u>3</u>	5	4	9 1 0 Y

**3157-170 ORTHODONTIC-BAND MAKER** (scient. & ind. equip., n.e.c.)

Makes band of gold, silver, stainless steel and other metals to straighten teeth:  
Examines specification sheet to determine dimensions and physical characteristics of band. Cuts metal to specified size, using hand shears. Anneals metal as necessary to soften and condition it. Rolls metal to decrease its thickness to required specification. Immerses metal in water to cool. Solders or welds together metal pieces to form band, using soldering gun and tack-welding equipment.

# MAJOR GROUP 31

GED: 3 SVP: 6 PA: L 4 7 EC: I DPT: 6 8 1

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
3	4	4	<u>3</u>	<u>3</u>	4	<u>3</u>	<u>2</u>	<u>3</u>	5	4			1 9	0 Y

## 3157-174 CASTER AND MOULDER, DENTAL CERAMICS (scient. & ind. equip., n.e.c.)

Makes and repairs porcelain dental crownwork:

Brushes liquid separating solution on tip of tooth die and covers die with wax sheet. Places wax impression in plaster mould and inserts mould in furnace to melt wax. Positions mould in casting machine to cast metal framework. Removes metal framework from mould, using sandblasting equipment. Smooths rough spots from framework with abrasive-grinding wheel. Mixes porcelain solution to match colour of natural teeth, if required. Makes copper dies for porcelain impressions, if required.

GED: 3 SVP: 5 PA: S 4 7 EC: I DPT: 6 8 1

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
3	4	4	<u>3</u>	<u>3</u>	4	<u>3</u>	<u>3</u>	<u>3</u>	5	3			9 1	Y 0

## 3157-178 DENTURE PACKER (scient. & ind. equip., n.e.c.)

Packs plastic material in moulds to form base for full or partial denture:

Mixes specified amounts of plastic powder and chemical solution with spatula. Packs mixture around base of artificial teeth and into cavities of mould sections. Positions sheet of plastic, wax paper or foil over bottom of mould to permit separation of mould from denture. Fits top section of mould over bottom, and places assembly in press. Starts press that forces sections together and compresses mixture around teeth to form reproduction of gums. Removes model from press and trims excess plastic from mould, using knife. Repeats operation until exact denture reproduction is obtained. Submerges mould in hot water for specified time to cure plastic. Removes mould from flask, using ejector press. Breaks outer layer from denture, using hammer and chipping tools.

GED: 3 SVP: 5 PA: S 4 7 EC: I DPT: 6 8 4

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
3	4	4	<u>3</u>	<u>3</u>	4	<u>3</u>	<u>3</u>	<u>3</u>	5	4			1 9	0 Y

## 3157-182 PLASTER MOULDER, DENTURES (scient. & ind. equip., n.e.c.)

Forms plaster models and moulds from dental impressions and models of denture:

Operates electric mixer or mixes specified amounts of special plaster and water by hand to form compound for models and moulds. Pours mixture into impressions to make denture models. Grinds excess plaster from models to facilitate fitting into articulator. Positions upper and lower models in articulator and aligns them with each other and with wax impression. Packs plaster around model of denture to form mould or matrix used in making metal or plastic denture, and allows plaster to harden. Places mould in boiling water to melt wax from

plaster. Scrapes remaining wax from mould, using knife or brush, and washes mould in soapy solution to remove dirt and foreign matter.

GED: 3 SVP: 5 PA: S 4 7 EC: I DPT: 6 8 4

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
3	4	4	<u>3</u>	<u>3</u>	4	<u>3</u>	<u>3</u>	<u>3</u>	5	4			9 1	0 Y

## 3157-186 BITE-BLOCK FORMER (scient. & ind. equip., n.e.c.)

Forms wax bite blocks and impression trays used to take impressions of patients' teeth and adjacent areas of jaw:

Spreads shellac or acrylic wafer over model of preliminary impression to form tray, using a burner to soften wafer, and flat-bladed moulding tool to shape shellac. Presses soft wax over plaster model of denture to form bite block. Trims excess wax from mould with knife and smooths surface, using spatula. Dips mould in water to harden wax. Rubs finished piece with cotton to obtain lustrous finish.

GED: 3 SVP: 4 PA: S 4 7 EC: I DPT: 6 8 4

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
4	4	4	<u>3</u>	<u>3</u>	4	<u>3</u>	<u>3</u>	<u>3</u>	5	4			9 1	2 0 Y

## 3157-190 DENTURE FINISHER (scient. & ind. equip., n.e.c.)

Polishes and buffs denture to obtain natural appearance:

Examines and feels surface of denture to determine degree of roughness and to decide on appropriate buffing tool. Holds denture against polishing machine attachments such as burrs, acrylic trimmers, felt cones, and brush wheels to remove plaster particles and excess plastic from facial, lingual and palatal surfaces. Removes excess plastic from between teeth, using sharp-pointed tool. Holds denture against buffing wheel to obtain natural lustrous finish. Immerses dentures in soap solution to clean them, and dries them with compressed air.

GED: 3 SVP: 4 PA: S 4 7 EC: I DPT: 6 8 4

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
4	4	4	4	<u>3</u>	5	<u>3</u>	<u>4</u>	<u>3</u>	5	4			1 9	2 Y 0

## 3157-194 DENTURE WAXER (scient. & ind. equip., n.e.c.)

Moulds wax over denture setup to form contours of artificial gums:

Applies softened wax to base of denture setup and fills space between adjacent teeth, using spatula. Carves and shapes wax, using scraper, knife and heated spatula to form natural-appearing gum contours. Immerses denture in cold water to harden wax. Constructs wax bite blocks and plastic trays, if required.

GED: 3 SVP: 4 PA: S 4 7 EC: I DPT: 6 8 4

APT.													INT.	TEMP.
G	V	N	S	P	Q	K	F	M	E	C				
4	4	4	3	<u>3</u>	5	<u>3</u>	<u>3</u>	<u>3</u>	5	4			1 9	2 0 Y



3157-198 DENTURE WAXER, METAL FRAMEWORK (scient. & ind. equip., n.e.c.)

Forms wax pattern from which moulds are made for use in casting metal framework of partial dentures: Spreads softened wax and preformed patterns over dentists' pencilled design on plaster model of dental arch to form wax pattern for casting. Trims excess wax from design, using heated knife. Applies melted wax to edges of pattern with heated spatula to seal pattern. Spreads wax around gum line of artificial tooth with spatula to form seat for artificial tooth. Attaches wax rod to pattern to form sprue for casting. Inspects wax pattern for conformance with pencilled design.

GED: 3 SVP: 4 PA: S 4 7 EC: I DPT: 6 8 4

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
4	4	4	4	3	5	4	3	4	5	4			1	9		2	0	Y

3157-299 OTHER DENTURISTS, DENTAL HUGIENISTS, DENTAL ASSISTANTS, AND DENTAL TECHNICIANS

This residual group includes support workers in the field of dentistry not classified in Unit Group 3157.

3159-OTHER OCCUPATIONS IN MEDICINE AND HEALTH, N.E.C.

This unit group includes occupations, not elsewhere classified, concerned with activities in medicine and health; such as, designing, making, assembling and fitting prosthetic devices; operating inhalation therapy, electroencephalographic, orthoptic, electrocardiographic and other hospital equipment; controlling infection and assisting professional staff in clinics, pharmacies, morgues and animal hospitals; sterilizing and packaging hospital supplies and assisting in preparation of special diet menus.

Prosthetic-Device Designers, Assemblers and Fitters  
3159-110 through 3159-122

3159-110 PROSTHETIST-ORTHOTIST (scient. & ind. equip., n.e.c.)

Designs, builds, fits and repairs prosthetic and orthotic appliances to correct physical defects of human body: Interprets physician's specifications for prothesis (artificial limb) or orthosis (support or brace). Measures patient for appliance. Designs or draws working sketch or model of prothesis or orthosis required. Builds or directs other workers to build prosthetic or orthotic appliance, using materials; such as, plastic, wood, leather, steel, aluminium and padding, and machine and hand tools. Fits patient with appliance and adds or removes padding, adjusts parts, and changes tension, to achieve maximum comfort and optimum function. Revises working sketch to reflect changes and directs other workers to modify appliance. Advises patient in application, use and care of appliance. Services and repairs appliance as necessary.

GED: 5 SVP: 7 PA: M 4 5 6 7 EC: I DPT: 2 6 1

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
2	3	3	2	3	4	3	3	3	5	5			1	0	9		0	Y

3159-114 ARTIFICIAL-EYE MAKER (scient. & ind. equip., n.e.c.)

Fabricates plastic eye and fits into patient's eye-socket: Inserts eye-form of soft algenate material into patients' eye-socket to form impression. Marks position of iris on impression with stylus. Removes impression from eye-socket and positions impression in plaster to form mould. Cuts plastic corneal button (disc) from transparent plastic rod. Turns button on lathe, to impart specified curvature and polishes it, using pumice, wax abrasive and polishing compound. Paints iris and pupil to match natural eye colour. Positions painted button on eye-form. Repositions corneal disc in mould and pours in white plastic to form artificial eye. Places mould in oven or hot water to harden plastic. Polishes surface and undersizes artificial eye for application of veins, using dental lathe and pumice. Glues on tinted nylon fibres to simulate veins. Replaces artificial eye in mould and pours in clear plastic. Buffs artificial eye on wheel, to impart natural glossy finish. Inserts plastic eye in patient's socket to ensure fit and match to natural eye. Fits patient with scleral lense (cosmetic shell) using similar techniques.

GED: 4 SVP: 7 PA: S 4 7 EC: I DPT: 2 6 1

APT.											INT.			TEMP.				
G	V	N	S	P	Q	K	F	M	E	C								
<u>2</u>	<u>3</u>	<u>3</u>	<u>2</u>	<u>2</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>3</u>	<u>5</u>	<u>2</u>			1	0	9	0	9	Y

3159-122 PROSTHETIST-ORTHOTIST TECHNICIAN (scient. & ind. equip., n.e.c.)

Builds, assembles and repairs prosthetic and orthotic appliances: Examines working sketch or model of prosthetic or orthotic appliance. Assembles components of appliance, into suitable form for trial fittings using temporary fastenings. Modifies and assembles appliance as directed, using machine and hand tools, and plastic, wood, leather, steel, aluminium, padding and other materials. Builds custom-designed components and appliances as directed. Repairs or rebuilds appliances.

GED: 4 SVP: 6 PA: M 4 7 EC: I DPT: 3 8 1

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
3	3	3	2	3	4	3	3	3	5	5			1	0	9		0	Y

Medical Equipment Operators, n.e.c.  
3159-134 through 3159-146

## 3159-134 RESPIRATORY TECHNOLOGIST (medical)

Administers respiratory therapy to patients in hospital or at home: Discusses patient's treatment with medical and nursing staff. Sets up ventilators, incubators, manual resuscitators and other life-support equipment. Attaches life-support equipment to patient. Operates controls of equipment to adjust airway pressure, humidity, blood gas levels, respiratory rate and other factors. Monitors patient's progress and equipment function. Performs basic pulmonary function tests to assist physician in diagnosis of respiratory illnesses. Takes blood sample from patient and analyzes for blood gas values, if required. Explains treatment procedures and demonstrates equipment operation to patients and hospital personnel. Performs artificial respiration and external cardiac massage, if required. Services and repairs equipment and inspects all medical piping, manifolds and patient alarm system.

GED: 4 SVP: 6 PA: L 4 5 7 EC: I DPT: 3 6 0

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>3</u>	3	3	<u>3</u>	<u>3</u>	4	<u>3</u>	<u>3</u>	<u>3</u>	5	4			7	9	1		0	Y

## 3159-138 ELECTROENCEPHALOGRAPHIC TECHNICIAN (medical)

Operates electroencephalographic equipment to measure and record electrical impulses of the brain for the evaluation of brain functions: Explains procedure to patient. Attaches electrodes to specified areas of patient's head, and electrode terminals to switchbox. Turns selector switches to obtain tracings of electrical impulses from various parts of the brain. Makes appropriate notes on recording graph. Scans finished recordings for possible false readings. Observes physical changes in patient, which may require immediate medical attention, such as convulsive seizure. Adjusts controls to ensure instrument is functioning properly and that there is no outside interference. Operates, or assists with operating, special electronic equipment, such as transducers and oscilloscopes to measure midline position of body organ and to convert sound waves into audible signals. See also definition for term title, 02-410 TECHNICIAN (prof. & tech., n.e.c.).

GED: 4 SVP: 6 PA: L 4 6 7 EC: I DPT: 3 6 4

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>3</u>	3	3	<u>3</u>	<u>2</u>	4	4	3	3	5	4			7	9	1		0	Y

## 3159-142 ORTHOPTIST (medical)

Performs diagnostic tests on, and gives exercises to patient referred by ophthalmologist, to assist in correct diagnosis and treatment of defective binocular vision: Measures and assesses visual acuity, focusing ability and eye-motor movement of eyes, separately and jointly, using special eye-test equipment. Gives exercises to patient to strengthen eye muscles, and to coordinate and focus eyes together. Records patient's progress and condition. Instructs adults, patients, or parents of young children in utilization of corrective methods at home.

GED: 4 SVP: 6 PA: L 4 5 7 EC: I DPT: 3 6 4

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>3</u>	3	3	3	<u>2</u>	4	4	4	4	5	4			7	9	1		0	Y

## 3159-146 ELECTROCARDIOGRAPHIC TECHNICIAN (medical)

Operates electrocardiograph machines to record patient's heart action, in the form of a continuous graph, for use in diagnosis and treatment of disease:

Explains procedure to patient. Attaches electrodes to supine patient's chest, arms and legs. Moves chest-electrodes to different positions to get several tracings of heart action on continuous roll of paper. Develops photographic tracings and mounts sections of tracings that typify readings. Observes wave pattern indicating physical changes in patient's condition that may require prompt medical attention. Manipulates switches to correct technical errors and interferences recorded on electrocardiograph. Directs patient in specific exercises and records patient's condition before and after exercises, if required. Operates photocardograph machine to record sound of heart valves and of blood passing through them, if required. See also definition for term title, 02-410 TECHNICIAN (prof. & tech., n.e.c.).

GED: 4 SVP: 5 PA: L 4 7 EC: I DPT: 3 6 4

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>3</u>	3	3	<u>3</u>	<u>2</u>	4	4	3	3	5	4			7	9	1		0	Y

## Medical Support Occupations, n.e.c. 3159-166 through 3159-198

### 3159-166 INFECTION-CONTROL OFFICER (medical)

Monitors environmental (sanitary and bacteriological) conditions in hospital, and investigates and reports infections: Conducts frequent orientation and in-service education programs on infection prevention and control. Studies policies, practices and procedures in aseptic techniques throughout hospital, and makes recommendations for improvements. Collects culture swabs from specific patients to detect presence of infectious bacteria. Investigates and ascertains causes and sources of infections in patients. Records and reports all hospital infections to provide statistics. Oversees or performs periodic collection of specimens for culture from equipment or supplies in surgical theatres, cardiac unit and other critical areas. Monitors effectiveness of cleaning agents, chemicals and aseptic solutions used to clean patients' rooms, surgical theatres and other areas of hospital.

GED: 5 SVP: 7 PA: L 4 5 7 EC: I DPT: 2 6 8

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
<u>2</u>	<u>3</u>	<u>3</u>	3	3	4	4	4	4	5	4			7	1			0	Y I

### 3159-170 DIETARY ASSISTANT (prof. & tech., n.e.c.)

Assists in planning and supervising food-service programs in governmental, institutional and commercial establishments: Plans menus and diets, under direction of dietitian or nutritionist, to provide required food and nutrients to individuals and groups. Arranges work schedules and assists in supervision of those engaged in preparation and serving of meals. Purchases or requisitions food, equipment and other supplies. Maintains food-cost-control and other operational records to assist in improving efficiency and quality of

food service system. Inspects storage facilities and work areas to ensure observance of sanitation, safety and security standards. Maintains attendance and personnel records, and assists with inventory of supplies and equipment.

GED: 4 SVP: 6 PA: L 5 6 7 EC: I DPT: 2 6 8

APT.	INT.	TEMP.
G V N S P Q K F M E C		
<u>3</u> <u>3</u> <u>3</u> 4 4 3 4 4 4 5 5	1	0 Y 1

### 3159-172 ORTHOPAEDIC ASSISTANT (medical)

Applies and removes plaster casts and assembles traction equipment and other orthopaedic devices under direction of medical staff. Covers fracture area of patient with stockette bandages, gauze, rubber padding or other protective material prior to cast application. Wets plaster bandages and wraps and moulds plaster bandage around fracture area to form cast. Advises patient on care of cast. Operates power cast cutter to trim or remove casts. Assembles traction equipment of pipe frames, ropes, pulleys and weights, attaches traction supports to patient's limb and adjusts support to specified tension. Constructs orthopaedic splints using hand tools, metal, plastic or plaster material and applies splint to patient's limb. Adjusts crutches and canes to fit patient and instructs patient in their use. Makes minor repairs to orthopaedic equipment using hand tools and keeps work areas in order.

GED: 3 SVP: 5 PA: M 4 5 6 EC: I DPT: 3 6 4

APT.	INT.	TEMP.
G V N S P Q K F M E C		
3 3 3 <u>3</u> <u>3</u> 4 4 3 <u>3</u> 5 5	9 1	0 Y

### 3159-174 PHARMACY AIDE (medical)

Assists pharmacist in hospital, industrial or retail pharmacy: Compounds and mixes ointments, solutions, lotions and other medications, according to specific instructions, under supervision of pharmacist. Pre-packages drugs. Labels drugs, chemicals and other pharmaceutical preparations. Assists with keeping records of narcotics issued and returned. Counts drugs issued, keeps inventory, and prepares orders for supplies as approved by pharmacist. Unpacks and stores supplies and verifies items received against invoices. Washes and sterilizes bottles, beakers and other glassware and utensils. Cleans pharmacy work area. Answers enquiries at wicket, and delivers drug items, if required. Computes charges for narcotics and pharmaceuticals dispensed from pharmacy, if required.

GED: 3 SVP: 4 PA: L 4 7 EC: I DPT: 3 8 7

APT.	INT.	TEMP.
G V N S P Q K F M E C		
3 3 <u>3</u> 4 4 <u>3</u> 4 4 4 5 4	1 3	3 0 Y

### 3159-178 MORGUE ATTENDANT (medical)

Prepares bodies in morgue, for use in dissecting rooms, usually in a hospital, or for release to specified personnel: Places body in compartment of refrigerator or on autopsy table. Lays out surgical instruments, laboratory supplies, fixatives and other articles needed for autopsy. Dissects parts of body, as directed by pathologist. Preserves tissues and parts taken from body. Packs area of body

with cotton or other materials and closes incisions. Washes table, storage trays and instruments. Prepares fixation fluids. Replaces soiled linen. Keeps records of identifying data. Releases body to authorized personnel after obtaining required legal documents. Photographs specimens, if required. Preserves specimens for medical museum, if required.

GED: 3 SVP: 4 PA: M 4 EC: I DPT: 5 7 4

APT.	INT.	TEMP.
G V N S P Q K F M E C		
3 4 4 <u>3</u> <u>3</u> 4 4 <u>3</u> <u>3</u> 5 4	1 3	3 Y

### 3159-182 CLINICAL ASSISTANT (medical)

Assists with collection of blood at blood-donor clinics: Greets donor and asks routine questions regarding health. Performs haemoglobin and blood-group tests. Issues blood-group label to accepted donors. Refers donors who are deferred to nurse for explanation. Cleanses arm with antiseptic solution and places arm in comfortable position in preparation for venepuncture. Ensures all equipment necessary for donation is in readiness. Squeezes plastic pack containing blood to prevent coagulation during donation time. Reports to nurse any change in flow of blood or in donor's appearance. Seals plastic pack, when full, using electric heating unit. Checks plastic packs for leakages and kinks. Packages and sterilizes supplies such as linens, scrub kits, basins, swabs and wipes. Loads dollies with specific items for mobile clinics. Travels to and assists with mobile clinics. Sorts, counts and marks laundry. Washes and cleans equipment and cupboards. Keeps clinic neat and tidy.

GED: 3 SVP: 3 PA: L 4 5 6 7 EC: I DPT: 5 6 7

APT.	INT.	TEMP.
G V N S P Q K F M E C		
3 3 4 4 4 4 4 <u>3</u> <u>3</u> 5 4	1 3	5 Y 3

### 3159-186 VETERINARY ATTENDANT (medical)

Cares for animals under treatment for disease, injury or surgery: Sterilizes surgical instruments and other equipment such as rubber gloves, syringes and test tubes using germicides and autoclave. Lays out surgical supplies and instruments to prepare operating room for surgery. Shaves hair from areas of animal to be operated on, using electric clippers. Administers anaesthetic and oxygen to animal, and swabs wounds, as directed by veterinarian during surgery. Gives medications and prescribed care to animal during post-operative period. Performs simple laboratory tests to assist in diagnosing illnesses in animals. Leads, wheels or carries animal to treatment room and lifts onto treatment table. Receives clients, answers telephone, makes appointments, and accepts payment on accounts.

GED: 3 SVP: 3 PA: M 3 4 7 EC: I 7 DPT: 6 7 4

APT.	INT.	TEMP.
G V N S P Q K F M E C		
3 3 4 4 <u>3</u> 4 <u>3</u> <u>3</u> 4 4	1 3	3 Y



MAJOR GROUP 31

3159-190      FORMULA-ROOM WORKER (medical)

Prepares bottles, and sterilizes formulas for infants and other patients: Weighs or measures and mixes, according to formula, specified quantities of ingredients such as milk, food supplements, sugar products, soy products and prepared meat base using scales, graduated measures, spoons, and electric blender. Pours formula into bottles. Seals and labels bottles and places them in sterilizer for prescribed length of time. Removes sterilized bottles and stores in refrigerator. Orders supplies from dietary and food stores. Cleans counters, tables and work areas. Delivers bottles of formula to designated nursing units, if required.

GED: 2 SVP: 3 PA: L 4 7 EC: I 6 DPT: 4 8 7

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
4	4	4	4	4	4	<u>4</u>	4	<u>4</u>	5	5			1	3		2	Y	3

3159-194      CENTRAL-SUPPLY AIDE (medical)

Cleans, sterilizes and assembles hospital equipment, supplies and instruments:  
Scrubs, washes and sterilizes surgical instruments, containers, syringes and other equipment using autoclave, sterilizer and antiseptic solution. Assembles packs of surgical supplies, instruments, dressings and treatment trays according to designated lists and codes, and wraps, labels, seals and sterilizes them for use throughout hospital. Examines rubber gloves for defects and discards defective ones. Powders, sizes, mates and wraps gloves in labelled wrappers before sterilizing. Stores sterilized gloves in designated areas. Fills requisitions for sterilized items,

and delivers them to designated areas. Mixes solutions according to prescribed formulas, if required.

GED: 2 SVP: 3 PA: L 4 EC: I DPT: 6 8 7

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
4	4	4	4	4	4	<u>4</u>	<u>4</u>	<u>4</u>	5	4			1	3		2	Y	3

3159-198      EMERGENCY-ENTRY ATTENDANT (medical)

Assists persons entering hospital through emergency admitting room: Summons professional assistance when emergency situations indicate the necessity. Assists sick and injured people into wheelchairs, beds or onto stretchers and pushes them to assigned rooms. Lifts or holds patients to assist in positioning them for examinations and treatments, if required. Runs errands for patients and staff, if required.

GED: 2 SVP: 2 PA: M 3 4 EC: I DPT: 6 7 7

APT.													INT.			TEMP.		
G	V	N	S	P	Q	K	F	M	E	C								
4	4	5	4	4	5	<u>4</u>	4	<u>4</u>	4	5			3			2	3	

3159-199      MISCELLANEOUS OCCUPATIONS IN MEDICINE AND HEALTH

This residual group includes medical and related health workers that cannot be classified in Minor Group 315.

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- bible-school teacher (educ.) 2793-110
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- BIBLIOGRAPHER**
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- BIOCHEMISTRY TECHNOLOGIST**
- (medical; prof. & tech., n.e.c.) 3156-110
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- biogeographer (prof. & tech., n.e.c.) 2319-110
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- biology teacher, high school (educ.) 2733-174
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- bishop (religion) 2511-110
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- bite-block man (scient. & ind. equip., n.e.c.) 3157-186
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- blood-bank technologist (medical) 3156-122
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- blood typer (medical) 3156-199
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- BOOKMOBILE LIBRARIAN**
- (educ.) 2351-120
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- boy-scout counsellor (social wel.) 2333-199
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- boy's worker, welfare organization (social wel.) 2333-199
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- brief writer, law (prof. & tech., n.e.c.) 2349-114
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- british columbia notary public (bus. serv.) 2343-118
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- business college, business-law teacher (educ.) 2791-118
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- business-college instructor (educ.) 2791-118
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- business-college teacher (educ.) 2791-118
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- business economist (prof. & tech., n.e.c.) 2311-199
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- business-subjects-vocational teacher (educ.) 2791-118
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- business teacher, secondary school (educ.) 2733-138
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- cadet instructor, private school (educ.) 2799-199
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- calculus teacher, high school (educ.) 2733-162
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- CAMP COUNSELLOR**
- (social wel.) 2333-126
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- CAMP DIRECTOR**
- (amuse. & rec.; social wel.) 2333-114
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- cancer-research technician (medical) 3156-199
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- CANTOR**
- (religion) 2519-110
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- CARDIOLOGIST**
- (medical) 3111-110
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- cardiology-nurse technician (medical) 3131-130
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- CARDIOVASCULAR AND THORACIC SURGEON**
- (medical) 3111-112
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- case aide (social wel.) 2333-118
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- case worker (social wel.) 2331-126
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- casework supervisor (social wel.) 2331-110
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- CASTER AND MOULDER, DENTAL CERAMICS**
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- CATALOGUER, MUSEUM**
- (educ.) 2353-130
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- central-service room worker (medical) 3159-194
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- CENTRAL-SUPPLY AIDE**
- (medical) 3159-194
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- ceramic teacher (educ.) 2792-118
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- certified-nursing assistant (medical) 3134-110
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- chairman, department of home economics (educ.) 2711-110
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- chairman, department of languages (educ.) 2711-110
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- chairman, department of mathematics (educ.) 2711-110
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- chairman, department of sociology (educ.) 2711-110



- chancellor (religion) 2511-110  
 chaplain (religion) 2511-110  
 charm-course instructor (educ.) 2799-126  
 check pilot (air trans.) 2797-118  
 chemical-technology teacher, vocational institute (educ.) 2791-122  
 chemistry teacher, agricultural school (educ.) 2791-110  
 chemistry teacher, high school (educ.) 2733-174  
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 CHIEF-DISPLAY OFFICER, MUSEUM (educ.) 2350-114  
 chief exhibit officer, museum (educ.) 2350-114  
 CHIEF-FLYING INSTRUCTOR (educ.) 2797-110  
 chief-flying instructor, helicopter (educ.) 2797-110  
 chief, museum display (educ.) 2350-114  
 CHIEF PREPARATOR (educ.) 2350-122  
 chief stewardess, airplane (educ.) 2797-138  
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 CHILD-CARE WORKER (social wel.) 2333-115  
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 child-welfare social worker (social wel.) 2331-124  
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 city planner (prof. & tech., n.e.c.) 2319-130  
 city solicitor (prof. & tech., n.e.c.) 2343-110  
 civil-aviation medical officer (medical) 3111-174  
 civil lawyer (prof. & tech., n.e.c.) 2343-110  
 claim attorney (prof. & tech., n.e.c.) 2343-110  
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 clerk of the court (gov. serv.) 2349-134  
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 CLINICAL-NURSE SPECIALIST (medical) 3131-111  
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 clinician, hearing (medical) 3137-110  
 clinician, school psychologist (prof. & tech., n.e.c.) 2315-146  
 clinician, social worker (social wel.) 2331-124  
 clinician, speech (medical) 3137-114  
 clinic nurse (medical) 3131-126  
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 commercial-art teacher, community college (educ.) 2791-114  
 commercial-art teacher, vocational institute (educ.) 2791-114  
 commercial-college-typing teacher (educ.) 2791-118  
 commercial-subjects-community-college teacher (educ.) 2791-118  
 commercial-vehicle driver instructor (educ.) 2797-142  
 commissioner (religion) 2511-110  
 communications-equipment-restoration technician (educ.) 2353-126  
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 community-centre worker (social wel.) 2333-122  
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 community-college-history teacher (educ.) 2791-110  
 community-college-journalism teacher (educ.) 2791-114  
 community-college-recreational-leadership teacher (educ.) 2791-114  
 community college school of business-marketing teacher (educ.) 2791-118  
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 community-college teacher, academic subjects (educ.) 2791-110  
 community-college teacher, applied-arts subject (educ.) 2791-114  
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 community-college teacher, technical subjects (educ.) 2791-126  
 community-college teacher, technological subjects (educ.) 2791-122  
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 community-planning technician (prof. & tech., n.e.c.) 2319-142  
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 computer-science-university teacher (educ.) 2711-134  
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 CONSERVATOR (educ.) 2351-166  
 conservator, archeology and ethnology (educ.) 2351-166  
 conservator, artifacts (educ.) 2351-166  
 conservator, artifacts and fossils (educ.) 2351-166  
 conservator, art objects (educ.) 2351-166  
 conservator, ceramics and glass (educ.) 2351-166  
 conservator, documents (educ.) 2351-166  
 conservator, fine arts and polychromes (educ.) 2351-166  
 conservator, furniture and wooden objects (educ.) 2351-166  
 conservator, historical artifacts (educ.) 2351-166  
 conservator, metals (educ.) 2351-166  
 conservator, natural history specimens (educ.) 2351-166  
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 conservator, photographs (educ.) 2351-166  
 conservator, textiles (educ.) 2351-166  
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 consultant nurse (medical) 3131-110  
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 consultant teaching (educ.) 2799-110  
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 cooking teacher, elementary school (educ.) 2731-110  
 cooking teacher, secondary school (educ.) 2733-130  
 corporation lawyer (prof. & tech., n.e.c.) 2343-110  
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 correspondence-school tutor (educ.) 2799-118  
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 counselling technician (educ.) 2391-199  
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 counsellor, camp (social wel.) 2333-126  
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 COUNSELLOR, EDUCATIONAL (educ.) 2391-118  
 COUNSELLOR, GENERAL (educ., social wel.) 2391-114  
 COUNSELLOR, MARRIAGE (social wel.) 2399-122  
 COUNSELLOR, REHABILITATION (medical; social wel.) 2399-114  
 COUNSELLOR, VOCATIONAL (educ.; social wel.) 2391-122  
 counsellor, welfare organization (social wel.) 2331-124  
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 courtroom officer (gov. serv.) 2349-134  
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- crafts-teacher, elementary school (educ.) 2731-110  
 criminal lawyer (prof. & tech., n.e.c.) 2343-110  
 criminologist (prof. & tech., n.e.c.) 2313-114  
 crown prosecutor (prof. & tech., n.e.c.) 2343-110  
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 cultural-activities leader (social wel.) 2333-122  
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 curator, art gallery (educ.) 2350-110  
 curator, aviation and space (educ.) 2350-110  
 curator, contemporary art (educ.) 2350-110  
 curator, ethnology (educ.) 2350-110  
 curator, hebarium (educ.) 2350-110  
 curatorial assistant (gov. serv.) 2353-199  
 curator, invertebrate zoology (educ.) 2350-110  
 curator, museum (educ.) 2350-110  
 curator, natural science (educ.) 2350-110  
 curator, ornithology (educ.) 2350-110  
 curator, science and technology (educ.) 2350-110  
 curator, vascular plants (educ.) 2350-110  
 curator, vertebrate zoology (educ.) 2350-110  
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 DENTAL CERAMIST (scient. & ind. equip., n.e.c.) 3157-142  
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 dental-prosthesis maker (scient. & ind. equip., n.e.c.) 3157-138  
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 denturologist (medical) 3157-126  
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 department chairman, community college (educ.) 2791-111  
 department head (educ.) 2733-199  
 DEPARTMENT HEAD, COLLEGE OR UNIVERSITY (educ.) 2711-110  
 DEPARTMENT HEAD, COMMUNITY COLLEGE (educ.) 2791-111  
 deputy-court registrar (gov. serv.) 2349-134  
 deputy sheriff (gov. serv.) 2349-138  
 DERMATOLOGIST (medical) 3111-114  
 designer, museum (educ.) 2359-110  
 DETENTION-HOME WORKER (social wel.) 2333-124  
 developmental psychologist (prof. & tech., n.e.c.) 2315-118  
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 director of student affairs (educ.) 2339-114  
 director, plant-education program (educ.) 2797-114  
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 DISPENSING OPTICIAN (medical; ret. trade) 3154-110  
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 district leader, youth organization (social wel.) 2333-199  
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 doctor's office nurse (medical) 3131-126  
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 driving instructor, commercial vehicles (educ.) 2797-142  
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 economic-research supervisor (prof. & tech., n.e.c.) 2311-110  
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 economics teacher, high school (educ.) 2733-178  
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 electroencephalographic technologist (medical) 3159-138  
 electronic-technology teacher, community college (educ.) 2791-122  
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**ENDODONTIST** (medical) 3113-110  
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 english teacher, high school (educ.) 2733-146  
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 fashion teacher, community college (educ.) 2791-114  
**FINANCIAL ECONOMIST** (prof. & tech., n.e.c.) 2311-130  
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 general-duty nurse (medical) 3131-130  
 general economist (prof. & tech., n.e.c.) 2311-114  
 general-practice physician (medical) 3111-166  
 general practitioner (medical) 3111-166  
 general psychologist (prof. & tech., n.e.c.) 2315-110  
 general surgeon (medical) 3111-146  
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 geographer, economic (prof. & tech., n.e.c.) 2319-110  
 geographer, historical (prof. & tech., n.e.c.) 2319-110  
 geographer, industrial (prof. & tech., n.e.c.) 2319-110  
 geographer, physical (prof. & tech., n.e.c.) 2319-110  
 geographer, political (prof. & tech., n.e.c.) 2319-110  
 geographer, urban (prof. & tech., n.e.c.) 2319-110  
 geography teacher, high school (educ.) 2733-178  
 geometry teacher, high school (educ.) 2733-162  
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 german teacher, high school (educ.) 2733-166  
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 governess, elementary school subjects (educ.) 2731-110  
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 graduate nurse (medical) 3131-130  
 graphic-arts teacher, community college (educ.) 2791-114  
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 ground-transport-restoration technician (educ.) 2353-126  
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 guidance counsellor (educ.) 2391-118  
**GUIDANCE HEAD** (educ.) 2391-110  
 guidance services technician (educ.) 2391-199  
 gynaecologist (medical) 3111-126  
**HAEMATOLOGIST** (medical) 3111-117  
 haematology technologist (medical) 3156-122  
 hairdressing teacher (educ.) 2791-130  
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 hazzan (religion) 2519-110  
 head, home-economics department (educ.) 2733-199  
 head nurse (medical) 3130-110  
 health aide (medical) 3139-199  
 health-care aide (medical) 3135-110  
 health economist (prof. & tech., n.e.c.) 2311-199  
 health-education teacher, secondary school (educ.) 2733-134  
 health librarian (educ.) 2351-118  
 health-technology teacher, community college (educ.) 2791-122  
 hearing clinician (medical) 3137-110  
 hearing specialist (medical) 3137-110  
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 helicopter-flying instructor (educ.) 2797-126  
 high-school-business teacher (educ.) 2733-138  
 high-school-commerce teacher (educ.) 2733-138  
 high-school english teacher (educ.) 2733-146  
 high-school physical-education teacher (educ.) 2733-134  
 high-school teacher (educ.) 2733-110  
 high-school teacher, academic (educ.) 2733-110  
 high-school teacher, art (educ.) 2733-118  
 high-school teacher, arts and crafts (educ.) 2733-118  
 high-school teacher, biology (educ.) 2733-174  
 high-school teacher, chemistry (educ.) 2733-174  
 high-school teacher, chinese (educ.) 2733-166  
 high-school teacher, classical languages (educ.) 2733-142  
 high-school teacher, drama (educ.) 2733-118  
 high-school teacher, english (educ.) 2733-146  
 high-school teacher, english as second language (educ.) 2733-150  
 high-school teacher, english literature (educ.) 2733-146  
 high-school teacher, fine arts (educ.) 2733-118  
 high-school teacher, french (educ.) 2733-154  
 high-school teacher, french as second language (educ.) 2733-158  
 high-school teacher, french literature (educ.) 2733-154  
 high-school teacher, german (educ.) 2733-166  
 high-school teacher, greek (educ.) 2733-142  
 high-school teacher, hebrew (educ.) 2733-166  
 high-school teacher, italian (educ.) 2733-166  
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 high-school teacher, mathematics (educ.) 2733-162  
 high-school teacher, modern languages (educ.) 2733-166  
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 high-school teacher, physics (educ.) 2733-174  
 high-school teacher, social sciences (educ.) 2733-178  
 high-school teacher, spanish (educ.) 2733-166  
 high-school teacher, vocational (educ.) 2733-126  
 high sheriff (gov. serv.) 2349-132  
**HISTOLOGY TECHNOLOGIST** (medical) 3156-118  
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 school counsellor (educ.) 2391-118  
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 scientific librarian (educ.) 2351-118  
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 secondary-school teacher, chemistry (educ.) 2733-174  
 secondary-school teacher, chinese (educ.) 2733-166  
**SECONDARY-SCHOOL TEACHER, CLASSICAL LANGUAGES** (educ.) 2733-142  
 secondary-school teacher, economics (educ.) 2733-178  
**SECONDARY-SCHOOL TEACHER, ENGLISH** (educ.) 2733-146  
**SECONDARY-SCHOOL TEACHER, ENGLISH AS SECOND LANGUAGE** (educ.) 2733-150  
**SECONDARY-SCHOOL TEACHER, FRENCH** (educ.) 2733-154  
**SECONDARY-SCHOOL TEACHER, FRENCH AS SECOND LANGUAGE** (educ.) 2733-158  
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 social demographer (prof. & tech., n.e.c.) 2313-114  
 social ecologist (prof. & tech., n.e.c.) 2313-114  
 social economist (prof. & tech., n.e.c.) 2311-199  
 social pathologist (prof. & tech., n.e.c.) 2313-114  
 social psychologist (prof. & tech., n.e.c.) 2315-130  
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**SOCIAL WORKER** (social wel.) 2331-124  
 social worker, addiction (social wel.) 2331-134  
 social worker, adolescent (social wel.) 2331-124  
**SOCIAL WORKER, CASE WORK** (social wel.) 2331-126  
 social worker, child welfare (social wel.) 2331-124  
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 social worker, psychiatric (social wel.) 2331-124  
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 sociologist, medical (prof. & tech., n.e.c.) 2313-114  
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 solicitor (prof. & tech., n.e.c.) 2343-110  
 spanish teacher, high school (educ.) 2733-166  
 special education teacher, aphasic (educ.) 2731-111  
 special education teacher, autistic (educ.) 2731-111



- p special education teacher, consultant elementary school (educ.) 2731-111
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- p special education teacher, crippled children (educ.) 2731-111
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- p special education teacher, dyslexia (educ.) 2731-111
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- p special education teacher, elementary school (educ.) 2731-111
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- p special education teacher, emotionally disturbed (educ.) 2731-111
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- p special education teacher, enrichment (educ.) 2731-111
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- p special education teacher, gifted (educ.) 2731-111
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- p special education teacher, hard of hearing (educ.) 2731-111
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- p special education teacher, hearing handicapped (educ.) 2731-111
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- p special education teacher, limited vision (educ.) 2731-111
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- p special education teacher, opportunity (educ.) 2731-111
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- p special education teacher, orthopaedic (educ.) 2731-111
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- p special education teacher, physically/health handicapped (educ.) 2731-111
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- p special education teacher, retarded (educ.) 2731-111
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- p special education teacher, speech correction (educ.) 2731-111
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- p special education teacher, trainable mentally handicapped (educ.) 2731-111
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- p specialist, internal medicine (medical) 3111-118
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- p SPECIAL LIBRARIAN (educ.) 2351-118
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- p speech clinician (medical) 3137-114
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- p SPEECH PATHOLOGIST (medical) 3137-114
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- p speech therapist (medical) 3137-114
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- p sports director (social wel.) 2333-110
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- p staff-training-and-development supervisor (educ.) 2797-114
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- p sterile-supply-room attendant (medical) 3159-194
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- p stewardess instructor (educ.) 2797-138
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- p STUDENT-ACTIVITIES ADVISER (educ.) 2339-114
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- p study supervisor (educ.) 2739-199
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- p subject consultant (educ.) 2799-110
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- p substitute teacher (educ.) 2739-199
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- p superior-court judge (gov. serv.) 2341-110
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- p SUPERVISING LIBRARIAN, TECHNICAL SERVICES (educ.) 2350-118
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- p supervisor, auxiliary nursing (medical) 3130-110
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- p SUPERVISOR, ECONOMIC RESEARCH (prof. & tech., n.e.c.) 2311-110
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- p supervisor, half-way house (social wel.) 2333-119
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- p supervisor, obstetrical nursing (medical) 3130-110
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- p supervisor, occupational health nursing (medical) 3130-110
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- p supervisor, public health nursing (medical) 3130-110
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- p SUPERVISOR, STAFF TRAINING AND DEVELOPMENT (educ.) 2797-114
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- p supervisor, training (educ.) 2797-114
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- p supervisor, welfare organization (social wel.) 2333-199
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- p supply teacher (educ.) 2739-199
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- p supreme-court judge (gov. serv.) 2341-110
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- p SURGEON, GENERAL (medical) 3111-146
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- p surgical-appliances fitter (scient. & ind. equip., n.e.c.) 3159-110
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- p SURGICAL ASSISTANT (medical) 3139-110
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- p surgical fitter (scient. & ind. equip., n.e.c.) 3159-110
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- p surgical technician (medical) 3139-110
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- p tap-dancing teacher (educ.) 2792-126
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- p tariff counsel (prof. & tech., n.e.c.) 2343-110
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- p tax attorney (prof. & tech., n.e.c.) 2343-110
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- p TAX ECONOMIST (prof. & tech., n.e.c.) 2311-154
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- p TAXIDERMIST (educ.; misc. serv.) 2353-118
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- p teacher, accordion (educ.) 2792-114
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- p teacher, accounting, community college (educ.) 2791-118
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- p teacher, acting (educ.) 2792-122
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- p teacher, air-conditioning, community college (educ.) 2791-126
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- p teacher, appliance servicing, vocational institute (educ.) 2791-126
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- p teacher, applied arts, community college (educ.) 2791-114
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- p TEACHER, ART (educ.) 2792-118
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- p teacher, ballet (educ.) 2792-126
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- p teacher, ballroom dancing (educ.) 2792-126
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- p teacher, bass drums (educ.) 2792-114
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- p teacher, bass horn (educ.) 2792-114
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- p teacher, bassoon (educ.) 2792-114
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- p TEACHER, BIBLE COLLEGE (educ.) 2793-110
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- p teacher, bible school (educ.) 2793-110
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- p teacher, bookkeeping, vocational school (educ.) 2791-118
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- p teacher, business administration, community college (educ.) 2791-118
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- p teacher, business college (educ.) 2791-118
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- p teacher, business english (educ.) 2791-118
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- p teacher, business law, business college (educ.) 2791-118
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- p teacher, business subjects, vocational school (educ.) 2791-118
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- p teacher, cello (educ.) 2792-114
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- p teacher, ceramics (educ.) 2792-118
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- p teacher, community planning, community college (educ.) 2791-126
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- p teacher, consultant (educ.) 2799-110
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- p TEACHER, DANCING (educ.) 2792-126
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- p teacher, data processing, vocational institute (educ.) 2791-118
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- p teacher, day-care (educ.) 2731-118
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- p teacher, deaf mute (educ.) 2795-118
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- p teacher, dental assistant program, community college (educ.) 2791-126
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- p teacher, drafting, community college (educ.) 2791-126
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- p TEACHER, DRAMATIC ART (educ.) 2792-122
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- p TEACHER, EDUCATION OF THE BLIND (educ.) 2795-110
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- p teacher, elementary school (educ.) 2731-110
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- p teacher, embalming (educ.) 2791-199
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- p teacher, folk dancing (educ.) 2792-126
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- p teacher for the hearing handicapped (educ.) 2795-118
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- p teacher for the visually-handicapped (educ.) 2795-110
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- p TEACHER, HAIRDRESSING (educ.) 2791-130
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- p teacher, horticulture and landscaping, school of horticulture (educ.) 2791-126
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- p teacher, hotel management, community college (educ.) 2791-118
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- p teacher, industrial instrumentation, vocational institute (educ.) 2791-126
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- p teacher, instrumental music (educ.) 2792-114
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- p teacher, kindergarten (educ.) 2731-114
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- p teacher, landscaping, community college (educ.) 2791-126
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- p teacher, marketing, school of business (educ.) 2791-118
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- p teacher, medical records program, community college (educ.) 2791-126
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- p teacher, mentally handicapped (educ.) 2795-114
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- p teacher, modern languages, community college (educ.) 2791-199
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- p teacher, normal school (educ.) 2793-114
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- p teacher, nursing education (educ.) 2793-118
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- p teacher-of-the-blind (educ.) 2795-110
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- p TEACHER-OF-THE-DEAF (educ.) 2795-118
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- p TEACHER-OF-THE-MENTALLY-HANDICAPPED (educ.) 2795-114
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- p TEACHER-OF-THE-PHYSICALLY-HANDICAPPED (educ.) 2795-122
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- p teacher, orientation-and-mobility-of-the-blind (educ.) 2795-126
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- p teacher, painting (educ.) 2792-118
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- p teacher, physically handicapped (educ.) 2795-122
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- p teacher, piano (educ.) 2792-114
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- p teacher, printmaking (educ.) 2792-118
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- p teacher, public speaking (educ.) 2799-199
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- p teacher's aide (educ.) 2799-122
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- p teacher's assistant (educ.) 2799-122
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- p teacher, sculpturing (educ.) 2792-118
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- p teacher, secretarial services, community college (educ.) 2791-118
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- p teacher, shorthand, community college (educ.) 2791-118
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- p teacher, social services, community college (educ.) 2791-114
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- p teacher, special education, technical school (educ.) 2733-182
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- p teacher, special education, vocational school (educ.) 2733-182
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- p teacher, technology, community college (educ.) 2791-122
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- p teacher, technology, technical institute (educ.) 2791-122
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- p teacher, typing, commercial college (educ.) 2791-118
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- p teacher, visiting (educ.) 2739-199
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- p teacher, vocal music (educ.) 2792-110

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- technical and vocational teacher, secondary school (educ.) 2733-126
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- technical institute teacher, academic subjects (educ.) 2791-110
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- technical-subjects-community-college teacher (educ.) 2791-126
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- technician, orthopaedics (medical) 3159-172
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- technological-institute-mechanical-technology teacher (educ.) 2791-122
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- technological-institute-medical-technology teacher (educ.) 2791-122
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- technological-subjects-community-college teacher (educ.) 2791-122
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- technological-subjects-vocational teacher (educ.) 2791-122
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- technologist, orthopaedics (medical) 3159-172
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- territorial judge (gov. serv.) 2341-110
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- therapeutic-radiological technician (medical) 3155-118
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- therapeutic radiologist (medical) 3111-141
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- TITLE EXAMINER (bus. serv.; insur. & real estate) 2349-126
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- title lawyer (prof. & tech., n.e.c.) 2343-110
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- title searcher (bus. serv.; insur. & real estate) 2349-126
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- trainer (educ.) 2797-142
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- training instructor (educ.) 2797-142
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- training instructor, automobile accessories (educ.) 2797-199
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- training officer (educ.) 2797-142
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- TRAINING REPRESENTATIVE (educ.) 2797-142
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- training supervisor (educ.) 2797-114
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- TRANSPORT ECONOMIST (prof. & tech., n.e.c.) 2311-156
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- trial-court judge (gov. serv.) 2341-110
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- truant officer (educ.; social wel.) 2399-126
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- tutor (educ.) 2739-199
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- tutor, correspondence school (educ.) 2799-118
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- tutor, elementary school subjects (educ.) 2731-110
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- ultra-sound technician (medical) 3159-138
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- university-department head (educ.) 2711-110
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- university teacher, anthropology (educ.) 2711-146
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- university teacher, asian studies (educ.) 2711-122
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- university teacher, astronomy (educ.) 2711-142
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- university teacher, bacteriology (educ.) 2711-130
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- university teacher, biochemistry (educ.) 2711-130
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- university teacher, business administration (educ.) 2711-146
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- university teacher, chemical engineering (educ.) 2711-118
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- university teacher, criminology (educ.) 2711-146
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- university teacher, dentistry (educ.) 2711-138
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- university teacher, drama (educ.) 2711-122
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- university teacher, economics (educ.) 2711-146
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- university teacher, electrical engineering (educ.) 2711-118
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- UNIVERSITY TEACHER, ENGINEERING AND ARCHITECTURE (educ.) 2711-118
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- university teacher, fine arts (educ.) 2711-122
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- university teacher, food science (educ.) 2711-130
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- university teacher, forestry (educ.) 2711-130
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- university teacher, geography (educ.) 2711-146
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- university teacher, geology (educ.) 2711-142
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- university teacher, geophysics (educ.) 2711-142
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- university teacher, history (educ.) 2711-122
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- UNIVERSITY TEACHER, HUMANITIES (educ.) 2711-122
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- university teacher, hygiene (educ.) 2711-138
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- university teacher, industrial engineering (educ.) 2711-118
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- university teacher, journalism (educ.) 2711-122
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- university teacher, laboratory technology (educ.) 2711-138
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- university teacher, languages (educ.) 2711-122
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- UNIVERSITY TEACHER, LAW (educ.) 2711-126
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- university teacher, library science (educ.) 2711-146
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- UNIVERSITY TEACHER, LIFE SCIENCES (educ.) 2711-130
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- university teacher, linguistics (educ.) 2711-122
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- university teacher, literature (educ.) 2711-122
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- university teacher, mathematics (educ.) 2711-134
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- UNIVERSITY TEACHER, MATHEMATICS AND COMPUTER SCIENCE (educ.) 2711-134
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- university teacher, mechanical engineering (educ.) 2711-118
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- UNIVERSITY TEACHER, MEDICAL SCIENCES (educ.) 2711-138
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- university teacher, medicine (educ.) 2711-138
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- university teacher, metallurgical engineering (educ.) 2711-118
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- university teacher, metallurgy (educ.) 2711-142
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- university teacher, meteorology (educ.) 2711-142
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- university teacher, music (educ.) 2711-122
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- university teacher, nursing (educ.) 2711-138
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- university teacher, oceanography (educ.) 2711-142
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- university teacher, painting (educ.) 2711-122
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- university teacher, pharmacy (educ.) 2711-138
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- university teacher, philosophy (educ.) 2711-122
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- UNIVERSITY TEACHER, PHYSICAL SCIENCES (educ.) 2711-142
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- university teacher, physics (educ.) 2711-142
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- university teacher, physiology (educ.) 2711-130
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- university teacher, political science (educ.) 2711-146
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- university teacher, psychiatry (educ.) 2711-138
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- university teacher, psychology (educ.) 2711-146
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- university teacher, public administration (educ.) 2711-146
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- university teacher, public health (educ.) 2711-138
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- university teacher, recreation (educ.) 2711-199
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- university teacher, religion (educ.) 2711-122
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- university teacher, sculpture (educ.) 2711-122
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- university teacher, slavonic studies (educ.) 2711-122
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- UNIVERSITY TEACHER, SOCIAL SCIENCES (educ.) 2711-146
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- university teacher, social work (educ.) 2711-146
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- university teacher, sociology (educ.) 2711-146
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- university teacher, surgery (educ.) 2711-138
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- university teacher, urban planning (educ.) 2711-118
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- university teacher, veterinary medicine (educ.) 2711-138
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- university teacher, zoology (educ.) 2711-130
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- URBAN AND REGIONAL PLANNER (prof. & tech., n.e.c.) 2319-130
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- urban planner (prof. & tech., n.e.c.) 2319-130
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- urban-renewal planner (prof. & tech., n.e.c.) 2319-130
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- UROLOGIST (medical) 3111-150
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- VETERINARIAN (prof. & tech., n.e.c.) 3115-110
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- veterinarian's assistant (medical) 3159-186
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- VETERINARY ATTENDANT (medical) 3159-186
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- veterinary-laboratory technician (prof. & tech., n.e.c.) 3156-130
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- vicar-general (religion) 2511-110
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- victorian order nurse (medical) 3131-118
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- violin teacher (educ.) 2792-114
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- VISITING HOMEMAKER (social wel.) 2333-134
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- visiting teacher (educ.) 2739-199
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- visiting teacher, elementary school subjects (educ.) 2731-110
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- vocal-music teacher (educ.) 2792-110
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- vocational-high-school teacher (educ.) 2733-126



- vocational-institute-academic teacher (educ.) 2791-110
- vocational-institute-bookkeeping teacher (educ.) 2791-118
- vocational-institute-chemical-technology teacher (educ.) 2791-122
- vocational-institute-commercial-art teacher (educ.) 2791-114
- vocational-institute-data-processing teacher (educ.) 2791-118
- vocational-institute-industrial-instrumentation teacher (educ.) 2791-126
- vocational-institute-mathematics teacher (educ.) 2791-110
- vocational psychologist (prof. & tech., n.e.c.) 2315-138
- vocational rehabilitation specialist (gov. serv.) 2399-110
- vocational-school teacher, academic subjects (educ.) 2791-110
- vocational-school-trade instructor (educ.) 2733-126
- vocational-secondary-school teacher (educ.) 2733-126
- VOCATIONAL TEACHER, APPLIED-ARTS SUBJECTS (educ.) 2791-114
- VOCATIONAL TEACHER, BUSINESS SUBJECTS (educ.) 2791-118
- vocational teacher, hairdressing (educ.) 2791-130
- vocational teacher, secondary school (educ.) 2733-126
- VOCATIONAL TEACHER, TECHNICAL SUBJECTS (educ.) 2791-126
- VOCATIONAL TEACHER, TECHNOLOGICAL SUBJECTS (educ.) 2791-122
- vocational-training-school-welding teacher (educ.) 2791-126
- wage analyst (prof. & tech., n.e.c.) 2311-142
- ward supervisor (medical) 3130-110
- welfare economist (prof. & tech., n.e.c.) 2311-199
- welfare-organization counsellor (social wel.) 2331-124
- welfare organization supervisor (social wel.) 2333-199
- x-ray technician (medical) 3155-114
- youth counsellor (educ., social wel.) 2391-114
- zoning officer (prof. & tech., n.e.c.) 2319-130





# GUIDE TO QUALIFICATIONS PROFILE FACTORS

## PHYSICAL ACTIVITIES (PA)

1. Strength (lifting, carrying, pushing, pulling) shown in terms of:  
S – Sedentary work (10 lbs. max)  
L – Light Work (20 lbs. max)  
M – Medium work (50 lbs. max)  
H – Heavy Work (100 lbs. max)  
VH – Very Heavy Work (over 100 lbs.)
2. Climbing and/or Balancing
3. Stooping, Kneeling, Crouching and/or Crawling
4. Reaching, Handling, Fingering and/or Feeling
5. Talking
6. Hearing
7. Seeing, in terms of: acuity far and near, depth perception, accommodation, colour vision and field of vision.
8. Controls: Operating machinery requiring the use of body members and eye-hand-foot co-ordination.  
Hand-Arm: Controlling the operation of machinery using only hand(s) and arm(s).  
Foot-Leg: Controlling the operation of machinery using only the leg(s) and one or both feet.  
Eye-Hand-Foot Co-ordination: Controlling the operation of machinery requiring the co-ordination of movement of the hand and foot with each other in accordance with visual stimuli.

## ENVIRONMENTAL CONDITIONS (EC)

1. Work Location  
I – Inside  
O – Outside  
B – Both
2. Extremes of cold plus temperature changes
3. Extremes of heat plus temperature changes
4. Wet and/or humid
5. Noise and/or vibration
6. Hazards, in terms of:  
– mechanical  
– electrical  
– burns  
– explosives  
– radiant energy  
– heights  
– dangerous footing
7. Atmospheric Conditions, in terms of:  
– fumes  
– odours  
– dusts  
– mists  
– gases  
– poor ventilation

## WORKER FUNCTIONS (DPT)

The three broad categories of functional relationships to Data, People and Things are as follows:

### DATA (1st digit)

- 0 Synthesizing
- 1 Co-ordinating
- 2 Analyzing
- 3 Compiling
- 4 Computing
- 5 Copying
- 6 Comparing
- 7 .....\*
- 8 No Significant Relationship

### PEOPLE (2nd digit)

- 0 Mentoring
- 1 Negotiating
- 2 Instructing
- 3 Supervising
- 4 Diverting
- 5 Persuading
- 6 Speaking-Signalling
- 7 Serving
- 8 No Significant Relationship

### THINGS (3rd digit)

- 0 Setting-Up
- 1 Precision Working
- 2 Operating-Controlling
- 3 Driving Operating
- 4 Manipulating-Operating
- 5 Tending
- 6 Feeding Offbearing
- 7 Handling
- 8 No Significant Relationship

## GENERAL EDUCATIONAL DEVELOPMENT (GED)

Levels	Approximate Duration of Schooling
6	– 17 years plus
5	– 13 to 16 years
4	– 11 to 12 years
3	– 9 to 10 years
2	– 6 to 8 years
1	– Up to 6 years

\* The functional digit 7 is not used in the Data Table in the CCDO.

## SPECIFIC VOCATIONAL PREPARATION (SVP)

- |   |   |
|---|---|
| 1 – Short Demonstration Only  | 5 – Over 6 months up to and including 1 year  |
| 2 – Anything Beyond short demonstration up to and including 30 days | 6 – Over 1 year up to and including 2 years   |
| 3 – Over 30 days up to and including 3 months                       | 7 – Over 2 years up to and including 4 years  |
| 4 – Over 3 months up to and including 6 months                      | 8 – Over 4 years up to and including 10 years |
|   | 9 – Over 10 years                             |

## APTITUDES

### Aptitude Factors

- G General Intelligence  
V Verbal Ability  
N Numerical Ability  
S Spatial Perception  
P Form Perception  
Q Clerical Perception  
K Motor Co-ordination  
F Finger Dexterity  
M Manual Dexterity  
E Eye-Hand-Foot Co-ordination  
C Colour Discrimination

### Aptitude Levels

(in terms of working population)

- 1 Upper 10%
  - 2 Upper Third exclusive of the Highest 10%
  - 3 Middle Third
  - 4 Lowest Third exclusive of the Lowest 10%
  - 5 Lower 10%
- When these levels are underlined, they are considered significant for satisfactory job performance.

## INTEREST FACTORS

- |   |  |
|---|--|
| 1. Things and Objects   | vs. 6. People and Communication of Ideas   |
| 2. Business Contact with People   | vs. 7. Scientific and Technical Work   |
| 3. Routine, concrete and organized work   | vs. 8. Abstract and creative work or experiences                                     |
| 4. Working for people for their presumed good as in the social welfare sense, or for dealing with people and language in social situations. | vs. 9. Non-social work, carried on in relation to processes, machines and techniques |
| 5. Work resulting in prestige or esteem of others   | vs. 0. Work resulting in tangible, productive satisfaction                           |

## TEMPERAMENT FACTORS

- |                                 |  |
|---------------------------------|--|
| 1. Variety and Change           | 7. Influencing People  |
| 2. Repetitive, Short Cycle      | 8. Performing Under Stress                                   |
| 3. Under Specific Instructions  | 9. Sensory or Judgmental Criteria                            |
| 4. Direction, Control, Planning | 0. Measurable or Verifiable Criteria                         |
| 5. Dealing with People          | X. Interpretation of ideas, facts, feelings                  |
| 6. Isolation                    | Y. Precise attainment of set limits, tolerances or standards |

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